Bellbrook City Council Agenda
December 12, 2016

6:30 pm – Work Session

7:00 pm – Regular Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Formal Approval of the City Council Work Session and Regular Meeting Minutes of

   November 28, 2016.

5. Mayor’s Announcements/Special Guest
6. Public Hearing of Ordinances

   Ordinance 2016-13 An Ordinance Amending Ordinances 2015-16 and 2016-10 to Adjust the
   City of Bellbrook Appropriations to Reflect Additional Costs in some Line Items and Reduced
   Costs in other Line Items. (Seger-Lawson)

   Ordinance 2016-14 An Ordinance Approving the Appropriations of the City of Bellbrook for
   the Fiscal Year Ending December 31, 2017. (Schweller)

7. Introduction of Ordinances
8. Resolutions

   Resolution 2016-FF A Resolution Authorizing the Transfer of Funds for 2017. (Edwards)

   Resolution 2016-GG A Resolution Approving the Replat of Lots #36A and #3C into Lots
   #36B, #37A,#38A and #3D, Highview Terrace Subdivision Section I.(Greenwood)

9. City Manager’s Report
10. Committee Reports
    A. Service
    B. Safety
    C. Finance/Audit
    D. Community Affairs-

11. Old Business
12. New Business
• Appoint Mary Graves to serve on the Records Commission, term expires 12-31-18.

13. Open Discussion
14. Adjourn
PRESENT:  Mr. Nick Edwards  
          Mr. Forrest Greenwood  
          Mr. Darryl McGill  
          Mrs. Elaine Middlestetter  
          Mrs. Dona Seger-Lawson  
          Mr. Mike Schweller  
          Mayor Bob Baird

This is a summary of the City Council work session held on November 28, 2016 at 5:30 pm to discuss the 2017 Budget.

Mr. Schlagheck distributed several documents including a five year projection for both the property tax supported funds, the transportation related funds and the water fund. Council and Mr. Schlagheck also discussed replacement or additional levies in the next five years for the City of Bellbrook. Legislation will be added to the December 12, 2016 Council agenda for a General Fund renewal levy, a Police Fund additional levy, and a Fire Fund additional levy.

Being no further business the work session ended at 6:52 pm.

________________________________________
Robert L. Baird, Mayor

________________________________________
Jami L. Kinion, Clerk of Council
PRESENT: Mr. Nick Edwards  
Mr. Forrest Greenwood  
Mr. Darryl McGill  
Mrs. Elaine Middlestetter  
Mrs. Seger-Lawson  
Deputy Mayor Mike Schweller  
Mayor Bob Baird  

This is a summary of the City Council meeting held on Monday, November 28, 2016. Mayor Baird called the meeting to order at 7:00 pm and the Clerk called the roll.

After polling members of City Council, as there were no corrections or additions to the work session minutes and regular meeting minutes of November 14, 2016 Mayor Baird declared the minutes approved as written.

MAYOR’S ANNOUNCEMENTS/SPECIAL GUEST  
The Mayor swore in Philip Ogrod to serve on the Board of Zoning Appeals and Property Review Commission, term expires 12-31-18. The Mayor thanked Philip for volunteering to serve on this board.

PUBLIC HEARING OF ORDINANCES  
INTRODUCTION OF ORDINANCES  
Mrs. Seger-Lawson read Ordinance 2016-13. An ordinance amending Ordinances 2015-16 and 2016-10 to adjust the City of Bellbrook appropriations to reflect additional costs in some line items and reduced cost in other line items. This is the second amendment to the appropriations this year. In addition to the normal adjustments, this ordinance accounts for the change to the chart of accounts used in the new finance software. This ordinance is set for a public hearing to be held on December 12, 2016.

Mrs. Seger-Lawson made a motion to introduce Ordinance 2016-13. Mr. Schweller seconded the motion. The Clerk called the roll: Mrs. Seger-Lawson, yes; Mr. Schweller, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mr. McGill, yes; Mrs. Middlestetter, yes; Mayor Baird, yes. The motion carried 7-0.

Mr. Schweller read Ordinance 2016-14. An ordinance approving the appropriations of the City of Bellbrook for the fiscal year ending December 31, 2017. These appropriations were developed following the budget discussions with Council over the past several weeks. The complete budget will be presented at the December 12th meeting. This ordinance is also set for a public hearing to be held on December 12, 2016.

Mr. Schweller made a motion to introduce Ordinance 2016-14. Mr. McGill seconded the motion. The Clerk called the roll. Mr. Schweller, yes; Mr. McGill, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mrs. Seger-Lawson, yes; Mayor Baird, yes. The motion carried 7-0.
CITY MANAGER REPORT
Mr. Schlagheck said there is a vacancy on the Planning Board. Applications are being accepted through the end of November. If anyone is interested in applying for this vacancy, they can visit the website to fill out an application.

Mr. Schlagheck said the Plantation Trail Project is complete. The paving was completed last week with only final restoration needed to complete the project.

Lastly, Mr. Schlagheck mentioned that Christmas in the Park will be Saturday, December 10th from 5-7 pm in Bellbrook Park.

COMMITTEE REPORTS
Service: No report.

Safety: No Report.

Finance/Audit: Mr. Schweller congratulated the City Manager and staff for having the budget prepared ahead of time. Mr. Schweller also said the city has gotten away from passing the budget as an emergency ordinance and the new budget is in place prior to the beginning of the year. Mrs. Seger-Lawson also said she appreciates the time and effort that the City Manager and staff put in to the budget process.

Community Affairs: Mrs. Middlestetter made a motion to appoint Susan Weeks to serve on the Village Review Board, term expiring 1-31-19. Mrs. Seger-Lawson seconded the motion. The Clerk called the roll: Mrs. Middlestetter, yes; Mrs. Seger-Lawson, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mr. McGill, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion carried 7-0.

OLD BUSINESS-

NEW BUSINESS-

OPEN DISCUSSION-
Mr. Edwards said that he had the opportunity to ride along with two Police Officers a couple of weeks ago. He enjoyed the experience and said it was very interesting. He wanted to commend Sergeant Brian Meade and Officer Nick Davis for their professionalism and hard work.

Mr. McGill said he met a member of Troop 375 at the Christmas tree stand located at Dot’s Market. The member said that the Troop appreciated being at a Council meeting and learning about City government.
**Isaac Lefeld** was at the Council meeting tonight from Troop 375. He came to the Council meeting to earn his communications merit badge. The Mayor thanked Isaac for coming to the meeting and presented him with a pin.

**ADJOURN**

Being no further business to come before this regular session of the Bellbrook City Council, Mayor Baird declared the meeting adjourned at 7:15 pm.

____________________________________
Robert L. Baird, Mayor

____________________________________
Jami L. Kinion, Clerk of Council
City of Bellbrook

Ordinance No. 2016-13

An Ordinance Amending Ordinances 2015-16 and 2016-10 to Adjust the City of Bellbrook Appropriations to Reflect Additional Costs in some Line Items and Reduced Costs in other Line Items.

WHEREAS, the City of Bellbrook adopted the 2016 annual budget based on the best information available at the time; and

WHEREAS, additional costs have or will occur in some line items and reduced costs are projected in other line items which requires the amendment of various appropriation levels.

Now, Therefore, the City of Bellbrook Hereby Ordains:

Section 1. That the 2016 appropriation levels in several of the funds listed below be amended as follows:

<table>
<thead>
<tr>
<th>Fund</th>
<th>2016 Personal Services</th>
<th>2016 Other Expenses</th>
<th>2016 Supplemental Appropriations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Legislative</td>
<td>($350)</td>
<td>$0</td>
<td>($350)</td>
</tr>
<tr>
<td>Administrative</td>
<td>1,985</td>
<td>22,270</td>
<td>24,255</td>
</tr>
<tr>
<td>Security</td>
<td>0</td>
<td>(13,470)</td>
<td>(13,470)</td>
</tr>
<tr>
<td>Public Health</td>
<td>0</td>
<td>(16,000)</td>
<td>(16,000)</td>
</tr>
<tr>
<td>Leisure</td>
<td>(9,619)</td>
<td>(7,400)</td>
<td>(17,019)</td>
</tr>
<tr>
<td>Museum</td>
<td>8,619</td>
<td>7,400</td>
<td>16,019</td>
</tr>
<tr>
<td>Community Environment</td>
<td>520</td>
<td>0</td>
<td>520</td>
</tr>
<tr>
<td>Total General Fund</td>
<td>1,155</td>
<td>(7,200)</td>
<td>(6,045)</td>
</tr>
<tr>
<td>Police Fund</td>
<td>(400)</td>
<td>(3,100)</td>
<td>(3,500)</td>
</tr>
<tr>
<td>Police Pension Fund</td>
<td>2,000</td>
<td>0</td>
<td>2,000</td>
</tr>
<tr>
<td>Fire Fund</td>
<td>(33,500)</td>
<td>3,350</td>
<td>(30,150)</td>
</tr>
<tr>
<td>Street Fund</td>
<td>(21,000)</td>
<td>(400)</td>
<td>(21,400)</td>
</tr>
<tr>
<td>State Highway Fund</td>
<td>0</td>
<td>1,500</td>
<td>1,500</td>
</tr>
<tr>
<td>Waste Fund</td>
<td>600</td>
<td>0</td>
<td>600</td>
</tr>
<tr>
<td>Water Fund</td>
<td>(9,700)</td>
<td>(21,450)</td>
<td>(31,150)</td>
</tr>
<tr>
<td>Capital Improvement Fund</td>
<td>0</td>
<td>20,000</td>
<td>20,000</td>
</tr>
<tr>
<td>Performance Bond Fund</td>
<td>0</td>
<td>35,000</td>
<td>35,000</td>
</tr>
<tr>
<td>Grand Total - All Funds</td>
<td>($60,845)</td>
<td>$27,700</td>
<td>($33,145)</td>
</tr>
</tbody>
</table>
Section 2. This ordinance shall take effect and be in force from and after the earliest period provided by law.

PASSED this ____day of ____________________________, 2016.

__________________________
Robert L. Baird, Mayor

__________________________
Jami L. Kinion, Clerk of Council

APPROVED AS TO FORM:
Pam Campbell, Municipal Attorney
City of Bellbrook

Ordinance No. 2016-14

An Ordinance Approving the Appropriations of the City of Bellbrook for the Fiscal Year Ending December 31, 2017.

WHEREAS, the City Council has reviewed the proposed 2017 annual budget; and

WHEREAS, the City of Bellbrook desires to adopt the 2017 annual budget and authorize the related appropriations.

Now, Therefore, the City of Bellbrook Hereby Ordains:

Section 1. That to provide for the current expenses and other expenditures of the City of Bellbrook, during the fiscal year ending December 31, 2017, the following sums be and they are hereby set aside to be appropriated, as follows:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Personal Services</th>
<th>Other Expenses</th>
<th>Transfers</th>
<th>Appropriations</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>-Legislative</td>
<td>$ 42,136</td>
<td>$ 6,260</td>
<td>$ 0</td>
<td>$48,396</td>
</tr>
<tr>
<td>-Administrative</td>
<td>145,998</td>
<td>189,643</td>
<td>500,000</td>
<td>835,641</td>
</tr>
<tr>
<td>-Library</td>
<td>0</td>
<td>2,000</td>
<td>0</td>
<td>2,000</td>
</tr>
<tr>
<td>-Museum</td>
<td>9,988</td>
<td>9,075</td>
<td>0</td>
<td>19,063</td>
</tr>
<tr>
<td>-Community Environment</td>
<td>83,214</td>
<td>5,972</td>
<td>0</td>
<td>89,186</td>
</tr>
<tr>
<td>Total General Fund</td>
<td>281,336</td>
<td>212,950</td>
<td>500,000</td>
<td>994,286</td>
</tr>
<tr>
<td>Police Fund</td>
<td>1,411,085</td>
<td>274,495</td>
<td>0</td>
<td>1,685,580</td>
</tr>
<tr>
<td>Police Pension Fund</td>
<td>48,000</td>
<td>335</td>
<td>0</td>
<td>48,335</td>
</tr>
<tr>
<td>Fire Fund</td>
<td>1,017,129</td>
<td>199,696</td>
<td>0</td>
<td>1,216,825</td>
</tr>
<tr>
<td>Street Fund</td>
<td>265,332</td>
<td>44,838</td>
<td>0</td>
<td>310,170</td>
</tr>
<tr>
<td>State Highway Fund</td>
<td>0</td>
<td>14,865</td>
<td>0</td>
<td>14,865</td>
</tr>
<tr>
<td>Motor Vehicle Fund</td>
<td>0</td>
<td>24,230</td>
<td>0</td>
<td>24,230</td>
</tr>
<tr>
<td>Waste Fund</td>
<td>22,393</td>
<td>408,849</td>
<td>0</td>
<td>431,242</td>
</tr>
<tr>
<td>Water Fund</td>
<td>703,755</td>
<td>1,878,117</td>
<td>0</td>
<td>2,581,872</td>
</tr>
<tr>
<td>Capital Improvement Fund</td>
<td>0</td>
<td>346,125</td>
<td>0</td>
<td>346,125</td>
</tr>
<tr>
<td>Fuel System Fund</td>
<td>0</td>
<td>1,700</td>
<td>0</td>
<td>1,700</td>
</tr>
<tr>
<td>Performance Bond Fund</td>
<td>0</td>
<td>25,000</td>
<td>0</td>
<td>25,000</td>
</tr>
<tr>
<td>Agency Fund</td>
<td>0</td>
<td>6,000</td>
<td>0</td>
<td>6,000</td>
</tr>
<tr>
<td>Grand Total - All Funds</td>
<td>$3,749,030</td>
<td>$3,437,200</td>
<td>$500,000</td>
<td>$7,686,230</td>
</tr>
</tbody>
</table>
Section 2. That the Finance Director is hereby authorized to make payments from any of the foregoing appropriations upon receiving proper documentation approved by the officers authorized by law to approve the same.

Section 3. This ordinance shall take effect and be in force from and after the earliest period provided by law.

PASSED this ___ day of ____________________________, 2016.

__________________________
Robert L. Baird, Mayor

__________________________
Jami L. Kinion, Clerk of Council

APPROVED AS TO FORM:
Patricia N. Campbell, Municipal Attorney
City of Bellbrook
Resolution No. 2016-FF

A Resolution Authorizing the Transfer of Funds for 2017.

WHEREAS, the City of Bellbrook has adopted its budget for 2017, and
WHEREAS, the 2017 budget will require the transfer of money among various funds, and
WHEREAS, the Ohio Revised Code Section 5705.14 requires transfers of funds to be approved by City Council

Now, Therefore, the City of Bellbrook Hereby Resolves:

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

<table>
<thead>
<tr>
<th>From</th>
<th>To:</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>Capital Improvement Fund</td>
<td>$250,000</td>
</tr>
<tr>
<td>General Fund</td>
<td>Police Fund</td>
<td>$100,000</td>
</tr>
<tr>
<td>General Fund</td>
<td>Fire Fund</td>
<td>$150,000</td>
</tr>
<tr>
<td><strong>Total Transfers</strong></td>
<td>**</td>
<td><strong>$500,000</strong></td>
</tr>
</tbody>
</table>

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

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

______________________________
Robert L. Baird, Mayor

______________________________
Jami L. Kinion, Clerk of Council
City of Bellbrook  
Resolution No. 2016-GG  

A Resolution Approving the Replat of Lots #36A and #3C into Lots #36B, #37A, #38A and #3D, Highview Terrace Subdivision Section I.

WHEREAS, the Ohio Revised Code requires a re-plat for changes of lot lines or easements in a platted subdivision, and

WHEREAS, the City of Bellbrook’s consulting engineer and the Bellbrook Planning Board have recommended approval of a replat of Lots #36A and #3C into Lots #36B, #37A, #38A and #3D, Highview Terrace Subdivision, Section I; and

WHEREAS, the City of Bellbrook Subdivision Regulations stipulate that changes to a recorded plat shall be approved by action of the Bellbrook City Council

Now, Therefore, the City of Bellbrook Hereby Resolves:

Section 1. That the replat of Lots #36A and #3C into Lots #36B, #37A, #38A and #3D, Highview Terrace Subdivision, Section I is hereby approved for recording purposes.

Section 2. That the Mayor and Clerk of Council are authorized to affix their signatures to the revised record plan.

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

Robert L. Baird, Mayor

Jami L. Kinion, Clerk of Council
HIGHVIEW TERRACE
SECTION ONE
RE-PLAT OF LOTS 36A & SC
INTO LOTS 36B, 37A, 36A & 3D
CLEMENS DEVELOPMENT COMPANY, INC.
LOCATED IN
CITY OF BELLBROOK
SECTION 3, TOWNSHIP 7
GREENE COUNTY, OHIO
5.193 ACRES
NOVEMBER 19, 2016

DEDICATION
BE IT KNOWN THAT ALL THE OWNERS AND LEHELDERS OF THE LAND HEREON
PLANTED, DOES HEREBY VOLUNTARY CONSENT TO THE EXECUTION OF said plat as shown
HEREIN, AND DO HEREBY GRANT, CONVEY AND TRANSFER, AS shOWN HEREIN, TO THE PUBLIC USE
PURSUANT TO THE AUTHORITY OF THE CITY OF BELLBROOK, THE RIGHT TO USE, OCCUPY, INCREASE,
MAINTENANCE, REPAIR, REPLECAZEL AND OR, REMOVAL OF WATER, GAS, ELECTRIC,
TELEPHONE OR OTHER VEICHLES OF SERVICE, AND FOR THE EXPRESS PURPOSE OF
MAINTAINING ANY AND ALL RIGHTS OR INTERESTS TO THE FREE USE OF said UTILITIES
AND ALL THE RIGHTS OF ANonda TO THE PROPERTY FOR said Purposes.

RECEIVED AND ACKNOWLEDGED
IN THE PRESENCE OF:

OWNER LOT 36A:

MARK ALFES & STACI ALFES

WITNESS:

BY: MARK ALFES

BY: STACI ALFES

STATE OF OHIO, S.S.
THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME
THAT DAY OF NOVEMBER, 2016.

PRIMARY PUBLIC:

SIGNED AND ACKNOWLEDGED
IN THE PRESENCE OF:

LEWIS D. CLARK

WITNESS:

BY: RICHARD M. CLEMENS, PRESIDENT, CLEMENS DEVELOPMENT CO., INC.

SIGNED AND ACKNOWLEDGED
IN THE PRESENCE OF:

MARK ALFES

WITNESS:

BY: RICHARD M. CLEMENS, PRESIDENT, CLEMENS DEVELOPMENT CO., INC.

SIGNED AND ACKNOWLEDGED
IN THE PRESENCE OF:

WITNESS:

BY: M. DAVID LEE

STATE OF OHIO, S.S.
THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME
THAT DAY OF NOVEMBER, 2016.

PRIMARY PUBLIC:

SIGNED AND ACKNOWLEDGED
IN THE PRESENCE OF:

LEWIS D. CLARK

WITNESS:

BY: M. DAVID LEE

STATE OF OHIO, S.S.
THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME
THAT DAY OF NOVEMBER, 2016.

PRIMARY PUBLIC:

SIGNED AND ACKNOWLEDGED
IN THE PRESENCE OF:

WITNESS:

BY: M. DAVID LEE

Covenants, Conditions and Restrictions:
The lots of the plat are subject to and governed by the Declaration of Covenants, Conditions, Restrictions, Assessments, Articles of Incorporation, and By-Laws of the Highview Terrace, Highview Terrace, Section 3, Twp. 7, R. 7, Greene County, Ohio, as recorded in Book 59, Page 46 of the Official Records of Greene County, Ohio and in the records of the Greene County Auditor and as the same may be amended by written instrument recorded in such official records.

DEVELOPER:
CLEMENS DEVELOPMENT COMPANY, INC.
4230 LITTLE SUGARDOCK RD.
DAYTON, OHIO 45440
PHONE: (937) 545-3232

REUBEN H. BROWN, P.E.
DAMON W. CANFIELD
STUART W. MILLER
BRUMBAUGH, ENGINEERING & SURVEYING, LLC
2553 MAIN STREET
WEST MILTON, OHIO 45068
PHONE: (937) 688-3160
FAX: (937) 688-3161
SHEET 1 OF 1