

**BELLBROOK CITY COUNCIL AGENDA**  
**July 10, 2017**



City of Bellbrook  
15 E. Franklin Street  
Bellbrook, Ohio 45305

T (937) 848-4666  
F (937) 848-5190

[www.cityofbellbrook.org](http://www.cityofbellbrook.org)

**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 June 26, 2017.
5. Mayor's Announcements/Special Guest
  - Chief Jim Neidhard presenting the National Fire Academy Executive Fire Officer to Kevin Glueckert.

6. Public Hearing of Ordinances

**Ordinance 2017-4** An Ordinance Authorizing the City Manager/Finance Director to Submit the Tax Budget for Fiscal Year 2018 to the Greene County Auditor. (Edwards)

**Ordinance 2017-5** An Ordinance Deleting Chapter 848 "Massage Establishments and Technicians" of the Bellbrook Municipal Code in its Entirety and Replacing with Chapter 848 "Massage Service Establishments." (Seger-Lawson)

7. Introduction of Ordinances

**Ordinance 2017-6** An Ordinance Amending Ordinance 2016-14 to Adjust the City of Bellbrook Appropriations for 2017 to Reflect Additional Costs in some Line Items and Reduced Costs in other Line Items. (Middlestetter)

8. Resolutions

**Resolution 2017-R** A Resolution Authorizing the City Manager to Adjust the Pay Scales of City Positions not Covered by a Collective Bargaining Agreement (McGill)

**Resolution 2017-S** A Resolution Authorizing the City Manager to Enter into an Agreement with the Bellbrook-Sugarcreek Local School District for School Security. (Greenwood)

**Resolution 2017-T** A Resolution Authorizing the City Manager to Enter into an Agreement with the Bellbrook-Sugarcreek Local School District for Security at Home Football Games. (Greenwood)

**Resolution 2017-U** A Resolution to Proceed to Levy a Tax in Excess of the Ten Mill Limitation. (Edwards)

9. City Manager's Report
10. Committee Reports
  - A. Service
  - B. Safety
  - C. Finance/Audit
  - D. Community Affairs
11. Old Business
12. New Business
13. Open Discussion
14. Adjourn

**RECORD OF PROCEEDINGS**  
Minutes of Bellbrook City Council Meeting  
Work Session  
June 26, 2017

**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 work session held on Monday, June 26, 2017 at 6:00 pm.

Judd Powell and Eric Elsass from Tom's Mulch were at the Work Session to discuss with Council a request to have a temporary easement on City owned property to mitigate a potential flood hazard. Council did not have any objections to this request. The City Manager will work with Tom's Mulch to finalize the terms of the temporary easement.

Next, Mr. Schlagheck discussed with Council a non-union wage increase which would be effective on August 1<sup>st</sup>. Legislation will be presented at the July 10, 2017 Council meeting.

Being no further business the work session ended at 6:34 pm.

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Robert L. Baird, Mayor

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Jami L. Kinion, Clerk of Council

**RECORD OF PROCEEDINGS**  
Minutes of Bellbrook City Council Meeting  
June 26, 2017

**PRESENT:** Mr. Nick Edwards  
Mr. Forrest Greenwood  
Mr. Darryl McGill  
Mrs. Middlestetter  
Mrs. Seger-Lawson  
Deputy Mayor Mike Schweller  
Mayor Bob Baird

This is a summary of the City Council meeting held on Monday, June 26, 2017. 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 regular meeting minutes of May 22, 2017 and the work session minutes of June 12, 2017 Mayor Baird declared the minutes approved as written.

**MAYOR'S ANNOUNCEMENTS/SPECIAL GUEST**

The Mayor swore in Jeff Owens to serve on the Village Review Board, term expires 1-31-19.

**PUBLIC HEARING OF ORDINANCES**

**INTRODUCTION OF ORDINANCES**

Mr. Schweller **read Ordinance 2017-4** An Ordinance Authorizing the City Manager/Finance Directory to Submit the Tax Budget for Fiscal Year 2018 to the Greene County Auditor. The tax budget is required to set the tax rates for the next fiscal year. This ordinance is set for a public hearing to be held at the July 10<sup>th</sup> Council meeting.

Mr. Schweller made a motion to **introduce Ordinance 2017-4**. 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.

Mrs. Seger-Lawson **read Ordinance 2017-5** An Ordinance Deleting Chapter 848 "Massage Establishments and Technicians" of the Bellbrook Municipal Code in its Entirety and Replacing with Chapter 848 "Massage Service Establishments." Mr. Schlagheck said the original language was passed in 1983. This past year there was a massage establishment that had some questionable business practices. The current code has regulations, but updating was needed. This ordinance will repeal the old code sections and adopt revisions. The language was borrowed from the City of Springboro's recent legislation. Mr. Schlagheck said this will allow the City, at a local level, to control the massage establishments that do business in the City. Mrs. Seger-Lawson said a lot of our code matches the Ohio Revised Code and she said this ordinance will offer more protection than the Ohio Revised Code does. This ordinance is also set for a public hearing to be held at the July 10<sup>th</sup> Council meeting.

# RECORD OF PROCEEDINGS

Minutes of Bellbrook City Council Meeting

June 26, 2017

Mrs. Seger-Lawson made a motion to **introduce Ordinance 2017-5**. Mrs. Middlestetter seconded the motion. The Clerk called the roll. Mrs. Seger-Lawson, yes; Mrs. Middlestetter, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mr. McGill, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion carried 7-0.

## RESOLUTIONS

Mr. Edwards **read Resolution 2017-O** A Resolution Authorizing the City Manager to Execute a Three Year Agreement between the City of Bellbrook and the Police Sergeants and Police Officers Represented by the Fraternal Order of Police, Ohio Labor Council, Inc. Mr. Schlagheck said this is a three year agreement and will offer a 2.75% wage increase for each of the three years and \$0.50 shift differential for hours worked between 1600 and 0800. There are also some minor language changes from the expiring agreement.

Mr. Edwards made a motion to **adopt Resolution 2017-O**. Mr. McGill seconded the motion. The Clerk called the roll. Mr. Edwards, yes; Mr. McGill, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mrs. Seger-Lawson, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion carried 7-0.

Mrs. Middlestetter **read Resolution 2017-P** A Resolution by the Council of the City of Bellbrook Requesting the County Auditor to Certify the Total Current Tax Valuation of the City of Bellbrook and the Dollar Amount of Revenue that would be Generated by a Specified Number of Mills. Mr. Schlagheck said to place a levy on the ballot is a two-step process. This is the first step in that process to request from the County Auditor the tax value certification for the proposed levy. This will request that certification for a 3.0 mill general fund levy with a five year term. Mr. Schlagheck said the majority of funds from this levy will go towards the public safety services that are provided by the City of Bellbrook. Once this certification is received from the County Auditor, Council will need to pass further legislation to actually place the levy request on the ballot.

Mrs. Middlestetter made a motion to **adopt Resolution 2017-P**. 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.

Mr. Greenwood **read Resolution 2017-Q** A Resolution Declaring Specific Equipment No Longer Needed By the City of Bellbrook as Surplus Property and Authorizing the City Manager to Dispose of Said Surplus Property. The dump truck is scheduled to be replaced this summer. The Ford dealer has offered a trade-in of \$16,000 for the truck. Given the past mechanical issues of the truck, the City plans to trade it in to the Ford dealer rather than sell it on GovDeals. Mr. Schlagheck said we would normally keep a truck much longer but for safety reasons it is in the city's best interest to replace it.

Mr. Greenwood made a motion to **adopt Resolution 2017-Q**. Mr. Schweller seconded the motion. The Clerk called the roll. Mr. Greenwood, yes; Mr. Schweller, yes; Mr. Edwards, yes; Mr. McGill, yes; Mrs. Middlestetter, yes; Mrs. Seger-Lawson, yes; Mayor Baird, yes. The motion carried 7-0.

## CITY MANAGER REPORT

Mr. Schlagheck said due to recent weather events in the area he wanted to let residents know they can register with Hyper Reach on the city's website. Hyper Reach is a notification service that will send

# RECORD OF PROCEEDINGS

Minutes of Bellbrook City Council Meeting

June 26, 2017

residents notifications either by email or text. Registered users receive notifications based upon the address used during registration. Mr. Schlagheck said Hyper Reach can be used for a lot of different things but notifications of tornado warnings are one of the biggest uses.

Mrs. Seger-Lawson asked Mr. Schlagheck about the grant for tornado sirens that we applied for a while back. Mr. Schlagheck said it was a joint grant application with Sugarcreek Township but the grant was not approved. Mr. Edwards said he was contacted by a neighbor after the weather event regarding tornado sirens. He said the Hyper Reach notifications are a better alternative and it does not carry the expense as the sirens do.

Next, Mr. Schlagheck said the Planning Board will meet on Wednesday, July 5<sup>th</sup> for the kick off of the Comprehensive Plan update. Ken LeBlanc will be here to begin the process. Mr. Schlagheck said the walkability workshop was one component of that but the Comprehensive Plan is a larger undertaking.

Mr. Schlagheck said currently the financial audit is going on. The state auditors have been here for a couple of weeks. He signed an engagement letter today that states the report will be done by August 31<sup>st</sup>. Mr. Schlagheck said he will report on the outcome once it is complete.

Next, Mr. Schlagheck said that the city is a member of the Miami Valley Risk Management Association for its property and casualty insurance. For 2016, the City of Bellbrook shared the "Standard of Excellence" award given to the member with the lowest per employee losses. For the year, Bellbrook had zero losses. Mr. Schlagheck wanted to recognize the Police, Fire and Service Departments for this achievement.

Mr. Schlagheck said the next Council meeting will be on July 10<sup>th</sup>. In August the meeting date will be August 28<sup>th</sup>.

## **COMMITTEE REPORTS**

**Service:** No Report.

**Safety:**Mr. Greenwood enjoyed the Police Department's demonstration of body worn cameras. He said it is good for the department and the citizens.

**Finance/Audit:** Mr. Schweller stated he hopes the audit is completed more timely than in recent years. Mr. Schlagheck said we have a different group of auditors here so he is hopeful that the audit will be done more timely.

**Community Affairs:** No Report.

## **OLD BUSINESS-**

**NEW BUSINESS-**The City received a notice from the Ohio Division of Liquor Control about a change of LLC Membership Interest. Council did not have any objections.

# RECORD OF PROCEEDINGS

Minutes of Bellbrook City Council Meeting

June 26, 2017

## **OPEN DISCUSSION-**

Mr. Greenwood was asked by a citizen if the city recognizes people that volunteer on the city boards. Mr. Schlagheck said it is up to Council as to how they want to recognize them. Mr. Schlagheck said he knows that some of our board members have served multiple terms. Mayor Baird said we can talk internally and check with Mr. Buczek too. Mr. Schlagheck said he will provide some options for Council to review.

Mr. McGill mentioned the resolution that they just passed concerning the Police Union contract. He said he knows it is difficult to go through that process and he told Mr. Schlagheck it was good work.

Mrs. Seger-Lawson said she wanted to congratulate Mr. Schlagheck and the staff for the funds that the city received back from MVRMA for closed loss years. Mr. Schlagheck said the city has received a significant portion of money back when the loss years have closed. He said the city joined in 2004 and it has been a good investment.

Mr. Schweller said he went to the Bellbrook Amateur Radio Club Field Day on Saturday, June 24<sup>th</sup>. He said it is a very sophisticated operation and we are fortunate to have this group in our community. He wanted to thank the club for their service.

Louis Schatzberg-4082 Ridgetop Dr. He said he would like to see a representative from each city board come to Council to give a review of what they have done during the year. Mr. Schatzberg currently serves on the Planning Board.

## **ADJOURN**

Being no further business to come before this regular session of the Bellbrook City Council, Mayor Baird declared the meeting adjourned at 7:41 pm.

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Robert L. Baird, Mayor

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Jami L. Kinion, Clerk of Council



# RECORD OF ORDINANCES

Ordinance No. 2017-4

July 10, 2017

## City of Bellbrook

### Ordinance No. 2017-4

#### **An Ordinance Authorizing the City Manager/Finance Director to Submit the Tax Budget for Fiscal Year 2018 to the Greene County Auditor.**

WHEREAS, the City is required to prepare and submit the tax budget for 2018 to the Greene County Auditor no later than July 20, 2017 following a public hearing.

#### **Now, Therefore, The City of Bellbrook Hereby Ordains:**

Section 1. That the Tax Budget for fiscal year 2018, as attached hereto, be approved for submission to the Greene County Auditor to guarantee the City's eligibility for the allocation of local government funds in 2018.

Section 2. This ordinance shall take effect and be in force from and after the earliest period provided by law.

PASSED this \_\_\_\_ day of \_\_\_\_\_, 2017.

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Robert L. Baird, Mayor

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Jami L. Kinion, Clerk of Council

APPROVED AS TO FORM:  
Patricia N. Campbell, Municipal Attorney

City or  
 Village of Bellbrook

Greene County, Ohio

(Date) \_\_\_\_\_ Year

*This Budget must be adopted by the Council or other legislative body on or before July 15th, and two copies must be submitted to the County Auditor on or before July 20th. FAILURE TO COMPLY WITH SEC. 5705.28 R. C. SHALL RESULT IN LOSS OF LOCAL GOVERNMENT FUND ALLOCATION.*

To the Auditor of said County:  
 The following Budget year beginning January 1, 2018, has been adopted by Council and is herewith submitted for consideration of the County Budget Commission.  
 Year

Signed \_\_\_\_\_

Title \_\_\_\_\_

### SCHEDULE A

#### SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION, AND COUNTY AUDITOR'S ESTIMATED RATES

For Municipal Use	For Budget Commission Use			For County Auditor Use	
	Budget Year Amount Requested of Budget Commission Inside/ Outside	Budget Year Amount Approved by Budget Commission Inside 10 Mill Limitation	Budget Year Amount to be Derived From Levies Outside 10 Mill Limitation	County Auditor's estimate of Tax Rate to be Levied	
				Inside 10 Mill Limit Budget Year	Outside 10 Mill Limit Budget Year
<b>FUND</b> (Include only those funds which are requesting general property tax revenue)	Column 1	Column 2	Column 3	Column 4	Column 5
<b>GOVERNMENT FUNDS</b>	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
GENERAL FUND	\$445,000	\$445,000	\$0	2.70	1.30
Police Pension	\$50,000	\$50,000		0.30	
Police Protection	\$1,485,000		\$1,485,000		9.30
Fire Protection	\$840,000		\$840,000		5.90
<b>PROPRIETARY FUNDS</b>	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
<b>FIDUCIARY FUNDS</b>	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
<b>TOTAL ALL FUNDS</b>	\$2,820,000	\$495,000	\$2,325,000	3.00	16.50





GENERAL FUND	For 2015 Actual	For 2016 Actual	Current Year Estimated for 2017	Budget Year Estimated for 2018
<b>REVENUE</b>				
Local Taxes				
Property Tax	\$ 576,587	\$ 575,527	\$ 577,000	\$ -
Property Tax - Inside 10 Mill Limitation	-	-	-	383,000
Property Tax - Outside 10 Mill Limitation	-	-	-	182,000
Total Local Taxes	576,587	575,527	577,000	565,000
Intergovernmental Revenues				
Local Government	88,399	86,823	92,467	92,467
Estate Tax	2,000	-	-	-
Cigarette Tax	260	260	260	260
Liquor and Beer Permits	7,232	6,514	7,000	7,000
Property Tax Allocation	90,660	91,263	91,500	-
Property Tax Allocation - Inside 10 Mill Limitation	-	-	-	62,000
Property Tax Allocation - Outside 10 Mill Limitation	-	-	-	28,000
Total Intergovernmental Revenues	188,551	184,860	191,227	189,727
Charge for Services	34,335	25,599	19,000	20,000
Special Assessments	-	1,680	1,680	-
Fines, Licenses, and Permits	148,617	137,696	142,500	135,000
Investment Earnings	13,114	31,640	38,500	50,000
Miscellaneous	20,392	12,577	1,500	4,000
<b>TOTAL REVENUE</b>	<b>\$ 981,596</b>	<b>\$ 969,579</b>	<b>\$ 971,407</b>	<b>\$ 963,727</b>
<b>EXPENDITURES</b>				
<b>Legislative</b>				
Wages & Compensation	35,408	35,332	36,497	37,500
Fringe Benefits	5,485	5,449	5,639	5,800
Contract Services	1,398	1,540	3,585	3,600
Supplies & Materials	39	-	-	-
Other Expenses	2,675	2,675	2,675	2,675
<b>Total Legislative Expenses</b>	<b>45,005</b>	<b>44,996</b>	<b>48,396</b>	<b>49,575</b>
<b>Administrative</b>				
Wages & Compensation	103,684	107,377	116,186	140,000
Fringe Benefits	33,434	34,083	29,812	35,000
Contract Services	187,712	164,240	175,493	180,000
Supplies & Materials	3,684	5,321	5,000	5,000
Other Expenses	7,736	18,109	9,150	10,000
<b>Total Administrative Expenses</b>	<b>336,250</b>	<b>329,130</b>	<b>335,641</b>	<b>370,000</b>
<b>Library</b>				
Contract Services	-	39	2,000	2,000
<b>Total Library Expenses</b>	<b>-</b>	<b>39</b>	<b>2,000</b>	<b>2,000</b>
<b>Museum</b>				
Wages & Compensation	6,232	5,917	8,652	9,000
Fringe Benefits	970	913	1,336	1,500
Contract Services	5,443	4,845	6,075	6,000
Supplies & Materials	2,252	1,332	3,000	3,000
Capital Outlay	2,071	-	-	-

## GENERAL FUND

	For 2015 Actual	For 2016 Actual	Current Year Estimated for 2017	Budget Year Estimated for 2018
Other Expenses	-	-	-	-
<b>Total Museum Expenses</b>	<u>16,968</u>	<u>13,007</u>	<u>19,063</u>	<u>19,500</u>
<b>Community Environment</b>				
Wages & Compensation	65,053	65,020	65,020	45,000
Fringe Benefits	17,493	17,672	18,194	12,000
Contract Services	4,187	4,857	5,622	6,000
Supplies & Materials	48	274	350	350
Other Expenses	-	-	-	-
<b>Total Community Environment Expenses</b>	<u>86,781</u>	<u>87,823</u>	<u>89,186</u>	<u>63,350</u>
<b>Other Uses of Funds</b>				
Transfer to the Police Fund	100,000	100,000	100,000	100,000
Transfer to the Fire Fund	100,000	100,000	150,000	250,000
Transfer to the Capital Improvement Fund	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>
<b>Total Other Uses of Funds</b>	450,000	450,000	500,000	600,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 935,004</b>	<b>\$ 924,995</b>	<b>\$ 994,286</b>	<b>\$ 1,104,425</b>
Revenues over/(under) Expenditures	\$ 46,592	\$ 44,584	\$ (22,879)	\$ (140,698)
Beginning Unencumbered Balance	\$ 1,193,599	\$ 1,240,191	\$ 1,281,087	\$ 1,258,208
Ending Cash Fund Balance	\$ 1,240,191	\$ 1,284,775	\$ 1,258,208	\$ 1,117,510
Estimated Encumbrances (outstanding at year end)	\$ -	\$ 3,688	\$ -	\$ -
<b>Estimated Ending Unencumbered Fund Balance</b>	<b>\$ 1,240,191</b>	<b>\$ 1,281,087</b>	<b>\$ 1,258,208</b>	<b>\$ 1,117,510</b>

<b>POLICE LEVY FUND</b>	<b>For 2015 Actual</b>	<b>For 2016 Actual</b>	<b>Current Year Estimated for 2017</b>	<b>Budget Year Estimated for 2018</b>
<b>REVENUE</b>				
Local Taxes				
General Property Tax -- Real Estate	\$ 1,305,381	\$ 1,303,862	\$ 1,305,000	\$ 1,290,000
Total Local Taxes	1,305,381	1,303,862	1,305,000	1,290,000
Intergovernmental Revenues				
Property Tax Rollback & Homestead	204,935	206,348	207,000	195,000
Federal Grants or Aid	-	-	-	-
State Grants or Aid	14,729	1,080	1,000	-
Total Intergovernmental Revenues	219,664	207,428	208,000	195,000
Charges for Services	16,819	16,430	17,825	18,000
Fines, Licenses & Permits	408	730	600	1,000
Miscellaneous	7,171	7,825	5,550	6,000
Transfers-in from the General Fund	100,000	100,000	100,000	100,000
<b>TOTAL REVENUE</b>	<b>\$ 1,649,443</b>	<b>\$ 1,636,275</b>	<b>\$ 1,636,975</b>	<b>\$ 1,610,000</b>
<b>EXPENDITURES</b>				
<b>Police</b>				
Wages & Compensation	994,920	1,033,561	1,080,982	1,125,000
Fringe Benefits	320,208	323,861	330,103	340,000
Contract Services	233,912	220,131	227,200	235,000
Supplies & Materials	32,784	29,271	37,820	35,000
Other Expenses	9,271	8,886	9,475	10,000
<b>Total Police Expenses</b>	<b>1,591,095</b>	<b>1,615,710</b>	<b>1,685,580</b>	<b>1,745,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,591,095</b>	<b>\$ 1,615,710</b>	<b>\$ 1,685,580</b>	<b>\$ 1,745,000</b>
Revenues over/(under) Expenditures	\$ 58,348	\$ 20,565	\$ (48,605)	\$ (135,000)
Beginning Unencumbered Balance	\$ 158,280	\$ 216,628	\$ 237,069	\$ 188,464
Ending Cash Fund Balance	\$ 216,628	\$ 237,193	\$ 188,464	\$ 53,464
Estimated Encumbrances (outstanding at year end)	\$ -	\$ 124	\$ -	\$ -
<b>Estimated Ending Unencumbered Fund Balance</b>	<b>\$ 216,628</b>	<b>\$ 237,069</b>	<b>\$ 188,464</b>	<b>\$ 53,464</b>

<b>FIRE LEVY FUND</b>	<b>For 2015 Actual</b>	<b>For 2016 Actual</b>	<b>Current Year Estimated for 2017</b>	<b>Budget Year Estimated for 2018</b>
<b>REVENUE</b>				
Local Taxes				
General Property Tax -- Real Estate	\$ 737,377	\$ 737,033	\$ 738,000	\$ 730,000
Total Local Taxes	737,377	737,033	738,000	730,000
Intergovernmental Revenues				
Property Tax Rollback & Homestead	116,120	116,915	117,000	110,000
Total Intergovernmental Revenues	116,120	116,915	117,000	110,000
Charges for Services	121,578	130,622	120,000	130,000
Miscellaneous	5,631	5,282	4,150	4,000
Transfer-in from the General Fund	100,000	100,000	150,000	250,000
<b>TOTAL REVENUE</b>	<b>\$ 1,080,706</b>	<b>\$ 1,089,852</b>	<b>\$ 1,129,150</b>	<b>\$ 1,224,000</b>
<b>EXPENDITURES</b>				
<b>Fire</b>				
Wages & Compensation	747,731	756,563	787,865	800,000
Fringe Benefits	213,969	206,226	229,264	235,000
Contract Services	143,224	142,645	154,426	155,000
Supplies & Materials	27,312	23,912	36,500	35,000
Other Expenses	7,404	8,624	8,770	9,000
<b>Total Fire Expenses</b>	<b>1,139,640</b>	<b>1,137,970</b>	<b>1,216,825</b>	<b>1,234,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,139,640</b>	<b>\$ 1,137,970</b>	<b>\$ 1,216,825</b>	<b>\$ 1,234,000</b>
Revenues over/(under) Expenditures	\$ (58,934)	\$ (48,118)	\$ (87,675)	\$ (10,000)
Beginning Unencumbered Balance	\$ 230,241	\$ 171,307	\$ 122,839	\$ 35,164
Ending Cash Fund Balance	\$ 171,307	\$ 123,189	\$ 35,164	\$ 25,164
Estimated Encumbrances (outstanding at year end)	\$ -	\$ 350	\$ -	\$ -
<b>Estimated Ending Unencumbered Fund Balance</b>	<b>\$ 171,307</b>	<b>\$ 122,839</b>	<b>\$ 35,164</b>	<b>\$ 25,164</b>

<b>POLICE PENSION LEVY FUND</b>	<b>For 2015 Actual</b>	<b>For 2016 Actual</b>	<b>Current Year Estimated for 2017</b>	<b>Budget Year Estimated for 2018</b>
<b>REVENUE</b>				
Local Taxes				
General Property Tax -- Real Estate	\$ 43,483	\$ 43,395	\$ 43,500	\$ 44,000
Total Local Taxes	43,483	43,395	43,500	44,000
Intergovernmental Revenues				
Property Tax Rollback & Homestead	6,842	6,886	6,900	6,000
Other State Shared Taxes	84	-	-	-
Total Intergovernmental Revenues	6,926	6,886	6,900	6,000
<b>TOTAL REVENUE</b>	<b>\$ 50,409</b>	<b>\$ 50,281</b>	<b>\$ 50,400</b>	<b>\$ 50,000</b>
<b>EXPENDITURES</b>				
Police				
Fringe Benefits	50,000	50,000	48,000	50,000
Other Expenses	291	285	335	350
<b>Total Police Expenses</b>	<b>50,291</b>	<b>50,285</b>	<b>48,335</b>	<b>50,350</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 50,291</b>	<b>\$ 50,285</b>	<b>\$ 48,335</b>	<b>\$ 50,350</b>
Revenues over/(under) Expenditures	\$ 118	\$ (4)	\$ 2,065	\$ (350)
Beginning Unencumbered Balance	\$ 687	\$ 805	\$ 801	\$ 2,866
Ending Cash Fund Balance	\$ 805	\$ 801	\$ 2,866	\$ 2,516
Estimated Encumbrances (outstanding at year end)	\$ -	\$ -	\$ -	\$ -
<b>Estimated Ending Unencumbered Fund Balance</b>	<b>\$ 805</b>	<b>\$ 801</b>	<b>\$ 2,866</b>	<b>\$ 2,516</b>

FUND	Estimated Unencumbered Fund Balance 1/1/2018	Budget Year Estimated Receipts	Total Available For Expenditures	Budget Year Expenditures and Encumbrances			Estimated Unencumbered Balance 12/31/2018
				Personal Services	Other	Total	
<b>Special Revenue Funds:</b>							
Street Fund	113,028	312,000	425,028	270,000	40,000	310,000	115,028
State Highway Fund	50,909	24,000	74,909	-	25,000	25,000	49,909
Fuel System Fund	1,994	2,100	4,094	-	2,000	2,000	2,094
Motor Vehicle License Fund	169,156	58,000	227,156	-	75,000	75,000	152,156
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>\$ 335,087</b>	<b>\$ 396,100</b>	<b>\$ 731,187</b>	<b>\$ 270,000</b>	<b>\$ 142,000</b>	<b>\$ 412,000</b>	<b>\$ 319,187</b>
<b>Capital Project Funds:</b>							
Capital Improvement Fund	897,338	250,000	1,147,338	-	435,000	435,000	712,338
<b>TOTAL CAPITAL PROJECT FUNDS</b>	<b>\$ 897,338</b>	<b>\$ 250,000</b>	<b>\$ 1,147,338</b>	<b>\$ -</b>	<b>\$ 435,000</b>	<b>\$ 435,000</b>	<b>\$ 712,338</b>
<b>Enterprise Funds:</b>							
Waste Collection Fund	216,744	410,000	626,744	22,000	400,000	422,000	204,744
Water Fund	1,972,371	1,750,000	3,722,371	715,000	1,300,000	2,015,000	1,707,371
<b>TOTAL ENTERPRISE FUNDS</b>	<b>\$ 2,189,115</b>	<b>\$ 2,160,000</b>	<b>\$ 4,349,115</b>	<b>\$ 737,000</b>	<b>\$ 1,700,000</b>	<b>\$ 2,437,000</b>	<b>\$ 1,912,115</b>
<b>TRUST AND AGENCY FUNDS</b>							
Performance Bond Fund	-	25,000	25,000	-	25,000	25,000	-
Agency Fund	-	-	-	-	-	-	-
<b>TOTAL TRUST AND AGENCY FUNDS</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ -</b>
<b>TOTAL (MEMORANDUM ONLY)</b>	<b>\$ 3,421,540</b>	<b>\$ 2,831,100</b>	<b>\$ 6,252,640</b>	<b>\$ 1,007,000</b>	<b>\$ 2,302,000</b>	<b>\$ 3,309,000</b>	<b>\$ 2,943,640</b>

# RECORD OF ORDINANCES

Ordinance No. 2017-5

July 10, 2017

## City of Bellbrook

### Ordinance No. 2017-5

#### **An Ordinance Deleting Chapter 848 “Massage Establishments and Technicians” of the Bellbrook Municipal Code in its Entirety and Replacing with Chapter 848 “Massage Service Establishments.”**

WHEREAS, the City of Bellbrook has enacted Chapter 848 of the Bellbrook Municipal Code which is entitled “Massage Establishments and Technicians”; and

WHEREAS, the purpose of Chapter 848 is to protect the peace, health, safety and welfare of the citizens of Bellbrook; and

WHEREAS, the City desires to delete the entire content of Chapter 848 and replace it in its entirety with new regulations.

#### **Now, Therefore, The City of Bellbrook Hereby Ordains:**

Section 1. That the following sections of Section 848 of the Bellbrook Municipal Code be deleted in their entirety:

- §848.01 Definitions.
- §848.02 Licenses required.
- §848.03 Application for licenses; information required.
- §848.04 Investigations; issuance and effective period of licenses; periodic inspections.
- §848.05 Fee
- §848.06 Posting of licenses
- §848.07 Transfer of licenses
- §848.08 Revocation of licenses; appeals
- §848.09 Hours
- §848.10 Exemptions
- §848.11 Alcoholic beverages; peace disturbances

Section 2. That the following additions to Chapter 848 “Massage Service Establishments” of the Bellbrook Municipal Code be approved with additions shown by italics and underlined.

#### 848.01 Definitions.

- (a) *"Applicant" means a person who has applied for a permit to operate a massage services establishment in the City of Bellbrook.*
- (b) *"Licensed massage therapist" means a person who is licensed under Chapter 4731 of the Ohio Revised Code to practice massage therapy in the State of Ohio.*

# RECORD OF ORDINANCES

Ordinance No. 2017-5

July 10, 2017

- (c) "Massage service" means any method of exerting pressure on, stroking, kneading, rubbing, tapping, pounding, vibrating, or stimulating the external soft tissue of the body with the hands, or with the aid of any mechanical or electrical apparatus or appliance in exchange for anything of value.
- (d) "Massage services establishment" means a place of business or establishment permitted under this section where massage therapy services are provided.
- (e) "Massage therapy" means the treatment of disorders of the human body by the manipulation of soft tissue through the systematic external application of massage techniques including touch, stroking, friction, vibration, percussion, kneading, stretching, compression, and joint movements within the normal physiologic range of motion; and adjunctive thereto, the external application of water, heat, cold, topical preparations, and mechanical devices.

## 848.02 Permit Required; Prohibited Conduct; Exemptions.

- (a) It shall be unlawful for any person to offer or perform massage therapy or massage services in the City of Bellbrook unless that person is a licensed massage therapist with the State of Ohio.
- (b) It shall be unlawful for any person to operate a massage services establishment in the City of Bellbrook unless both of the following applies:
  - (1) The owner or manager is a licensed massage therapist in the State of Ohio.
  - (2) Massage therapy and massage services provided in the massage services establishment are performed exclusively by a licensed massage therapist in the State of Ohio.
- (c) It shall be unlawful to employ a person to perform massage therapy or massage services in a massage service establishment in the City of Bellbrook unless that person is a licensed massage therapist in the State of Ohio.
- (d) It shall be unlawful for a person to operate a massage services establishment in the City of Bellbrook without obtaining a Certificate of Zoning Compliance to operate a massage services establishment from the City of Bellbrook.
- (e) Prohibited Conduct. No person that is providing massage services in the City of Bellbrook shall knowingly do any of the following at, upon or within a massage services establishment or elsewhere:
  - (1) Place his or her hand upon, touch with any part of his or her body, fondle in any manner, or massage the sexual or genital area of any other person;
  - (2) Perform, offer, or agree to perform any act which would require the touching of the sexual or genital area of any other person;
  - (3) Touch, offer or agree to touch the sexual or genital area of any other person with any mechanical or electrical apparatus or appliance;

# RECORD OF ORDINANCES

Ordinance No. 2017-5

July 10, 2017

- (4) Wear unclean clothing, no clothing, transparent clothing, or clothing that otherwise reveals the sexual or genital areas of the masseur or masseuse;
- (5) Uncover or allow the sexual or genital area of any other person to be uncovered while providing a massage;
- (6) Perform, offer or agree to perform a massage with or without compensation to any individual less than eighteen years of age.
- (f) Exceptions. The provisions of this Chapter shall not apply to the following:
  - (1) Hospitals, medical facilities and public health centers (all as defined in Ohio Revised Code section 3701.01);
  - (2) A person licensed or registered by the State of Ohio Medical Board (other than a Massage Therapist) while performing his/her licensed or registered profession;
  - (3) A licensed cosmetologist, registered barber, registered barber apprentice, licensed chiropractor, licensed podiatrist, licensed nurse, or any other licensed health professional while performing his/her licensed or registered profession; and
  - (4) A person working under the direct supervision of individuals or establishments mentioned in this subsection (g) while performing his/her licensed or registered profession.
  - (5) As used in this subsection (g) "licensed" means licensed, certified, or registered to practice in the State of Ohio.

## 848.03 Permit Application Process.

- (a) Permit for Massage Service Establishments. The Chief of Police, or his or her designee is responsible for granting, denying, revoking, and renewing Massage Services Establishment permits. A person who wishes to operate a massage practice must submit a current valid Certificate of Zoning Compliance to the City of Bellbrook Chief of Police or his/her designee and an Application for Massage Service Establishment. The Application for Massage Service Establishment shall be accompanied by the following information:
  - (1) Full legal name and current residential address of the applicant(s);
  - (2) The address of the proposed massage services establishment;
  - (3) The names of any persons who will perform massage therapy at the massage services establishment and copies of all licenses of those persons;
  - (4) A list of other services to be offered at the massage services establishment;
  - (2) The website of the massage services establishment, if applicable;

# RECORD OF ORDINANCES

Ordinance No. 2017-5

July 10, 2017

- (3) All felony and misdemeanor convictions, of the applicant excluding those for traffic offenses;
- (4) A copy of the license provided by the State Medical Board of Ohio for the owner and/or manager and each person who will practice massage therapy at the massage services establishment.
- (5) A printed form, signed by each and every owner of the parcel of real property which is the proposed location of the massage services establishment, whereby each such owner certifies that he/she/it understands and acknowledges that a massage services establishment will be located on said parcel of real property; and
- (6) Any other information requested at the time of application.
- (b) Each individual that performs Massage Services in the City shall be required to obtain a permit from the Chief of Police or his/her designee. Such permits are non-transferable. Before any individual may be issued a permit, he or she shall submit on a form to be provided by the City the following information:
- (1) The individual's name and a personal or business address where mail may be delivered.
- (2) The address where massage services will be performed; and
- (3) A copy of the license provided by the State Medical Board of Ohio.
- (4) For renewals, a statement that the applicant has not violated and provision of this Chapter.
- A permit granted pursuant to this section shall be subject to annual renewal by the Chief of Police upon the written permit application of the individual and a finding by the Chief of Police that the individual has not committed any act during the existence of the previous permit period which would be grounds to deny the initial permit application.
- (c) Applications shall be submitted and approved before a massage services establishment can be operated and massage services offered.
- (d) Once an application is submitted, the applicant shall receive a response in writing no later than 30 days after the date of submission.
- (e) In the event that an application is denied, the applicant may submit a new application.

## 848.04 Issuance of Permit; Expiration and Renewal.

- (a) Upon approval of an application, an applicant shall be provided with a Massage Services Establishment permit to operate a massage services establishment or a Massage services provider permit (as the case may be).
- (b) Each permit shall contain the following information:

# RECORD OF ORDINANCES

Ordinance No. 2017-5

July 10, 2017

- (1) The name of the applicant and address of the massage services establishment where services will be performed;
- (2) A signature from an administrator; and
- (3) The effective dates of the permit.
- (c) Each permit shall be valid for a maximum of 1 year. Regardless of the date issued all permits shall expire on December 31 of the year they were issued.
- (d) No later than 90 days before the expiration date of a permit to operate a massage services establishment, the permit holder shall be notified in writing of the expiration of the permit.
- (e) No later than 30 days before the expiration date of a permit to operate a massage services establishment or provide massage services, the permit holder shall submit a new application pursuant to Section 848.03 of this section.
- (f) Upon approval of the application, the applicant shall be provided with a new Permit to operate a massage services establishment.

## 848.05 Facility Requirements.

- (a) A permit issued under Section 848.04 of this section must be displayed in a conspicuous location.
- (b) All tables and surfaces in the massage services establishment shall be clean and disinfected.
- (c) Clean linen, towels, and other materials used in connection with provided massage therapy services shall be stored in a closed cabinet.
- (d) The permit holder shall comply with any other requirement for operation as a business that is set forth in the Codified Ordinances of the City of Bellbrook.

## 848.06 Prohibitions.

- (a) No individual shall advertise or offer massage services, massage therapy, relaxation massage, or a related service unless that individual is a state-licensed massage therapist and holds a permit issued under Section 848.04 of this section.
- (b) No individual shall advertise massage services or a related service using sexual or provocative words or images. No individual shall advertise massage services or a related service with the suggestion or promise of a sexual service or activity.
- (c) No person who has been issued a permit to operate a massage services establishment shall employ any individual under the age of 18.

# RECORD OF ORDINANCES

Ordinance No. 2017-5

July 10, 2017

## 848.07 Change of Information.

- (a) In the event that information submitted as part of the application process changes, the permit holder shall notify the City of Bellbrook with ten (10) days of such change.
- (b) Failure to update information in a timely manner may result in a suspension or revocation of a permit and a first degree misdemeanor. A separate offense shall be deemed committed each day during on which or which a violation on non-compliance occurs or continues.

## 848.08 Inspections.

- (a) Any of the following individuals may conduct inspections to determine compliance with this section and other applicable state and local laws:
  - (1) A police officer;
  - (2) The Greene County Health Commissioner or their designee;
  - (3) A building inspector appointed by the City of Bellbrook;
  - (4) Any other person authorized by the City of Bellbrook to conduct inspections of a massage services establishment; or
  - (5) A representative of the State Medical Board of Ohio.
- (b) Inspections shall be conducted at any time.
- (c) Inspections shall be conducted at least once per year to determine compliance with this section.
- (d) Permit holders shall be given 10 days from the date of inspection to correct any violations of this section. Permit holders shall immediately correct any issues found to be in compliance with Section 848.05, Facility Requirements.

## 848.09 Penalties; Revocation of Permit.

- (a) Any individual who advertises, offers or performs massage therapy or massage services in violation of this Chapter is guilty of a misdemeanor of the first degree. A separate offense shall be deemed committed each day during on which or which a violation on non-compliance occurs or continues.
- (b) Any individual who holds a permit issued under Section 848.04 of this Chapter who violates any provision of this Chapter is guilty of a misdemeanor of the first degree. A separate offense shall be deemed committed each day during on which or which a violation on non-compliance occurs or continues.
- (c) In addition to a fine, the following actions may be taken against an individual who holds a permit under Section 848.04 of this section and violates any provision of this section:

# RECORD OF ORDINANCES

Ordinance No. 2017-5

July 10, 2017

- (1) An additional fine may be assessed;
- (2) A permit to operate a massage services establishment may be suspended for up to 90 days; and
- (3) After a third offense, a permit to operate a massage services establishment may be revoked.

## 848.10 Appeals; Hearings.

### (a) Appeals.

- (1) Any individual may appeal the denial or revocation of a permit to operate a massage service establishment or provide massage services.
- (2) Any individual who holds a permit to operate a massage service establishment may appeal the findings of an inspection conducted under Section 848.08 of this section.
- (2) Any individual may appeal a penalty assessed under Section 848.10 of this section.

(b) Hearings. If an applicant has been denied a permit to operate a massage service establishment, or provide massage services, failed an inspection, or received a penalty under Section 848.09, the applicant or permittee, shall, within 3 business days, have the right to appeal to City Council from such denial, revocation or suspension. Notice of appeal shall be filed in writing with the Chief of Police who shall fix the time and place for hearing at the next meeting of City Council but not later than thirty (30) days thereafter. The Chief shall notify the Clerk of Council of the time and place of such hearing. Four members of Council shall constitute a quorum to hear such appeal. The appellant may appear and be heard in person or by counsel. If, after hearing, a majority of the members of Council present at such meeting declare in favor of the applicant, such permit shall be forthwith issued or fully reinstated, as the case may be; otherwise, the order appealed from shall become final.

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

PASSED this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Robert L. Baird, Mayor

\_\_\_\_\_  
Jami L. Kinion, Clerk of Council

APPROVED AS TO FORM:

Patricia N. Campbell, Municipal Attorney



# RECORD OF ORDINANCES

Ordinance No. 2017-6

August 28, 2017

## City of Bellbrook

### Ordinance No. 2017-6

#### **An Ordinance Amending Ordinance 2016-14 to Adjust the City of Bellbrook Appropriations for 2017 to Reflect Additional Costs in some Line Items and Reduced Costs in other Line Items.**

WHEREAS, the City of Bellbrook adopted the 2017 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 2017 appropriation levels in several of the funds listed below be amended as follows:

<b>Fund</b>	<b>Personal Services</b>	<b>Other Expenses</b>	<b>2017 Supplemental Appropriations</b>
General Fund:			
-Administrative	\$ 622	\$ 8,000	8,622
-Community Environment	<u>1,142</u>	<u>0</u>	<u>1,142</u>
Total General Fund	1,764	8,000	9,764
Fire Fund	(15,000)	0	(15,000)
Water Fund	2,272	(101,800)	(99,528)
Capital Improvement Fund	0	9,793	9,793
Performance Bond Fund	0	18,000	18,000
Agency Fund	0	(6,000)	(6,000)
Grand Total - All Funds	<u>\$(10,964)</u>	<u>\$(72,007)</u>	<u>\$(82,971)</u>

Section 2. This ordinance shall take effect and be in force from and after the earliest period provided by law.

# RECORD OF ORDINANCES

Ordinance No. 2017-6

August 28, 2017

PASSED this \_\_\_\_ day of \_\_\_\_\_, 2017.

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Robert L. Baird, Mayor

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Jami L. Kinion, Clerk of Council

APPROVED AS TO FORM:  
Patricia N. Campbell, Municipal Attorney

# RECORD OF RESOLUTIONS

Resolution No. 2017-R

July 10, 2017

## City of Bellbrook

### Resolution No. 2017-R

#### **A Resolution Authorizing the City Manager to Adjust the Pay Scales of City Positions not Covered by a Collective Bargaining Agreement.**

WHEREAS, the City of Bellbrook wishes to adjust the pay scales for City positions which are not covered by collective bargaining agreement; and

WHEREAS, the City reviews wage rates for its employees on an annual basis; and

WHEREAS, the wages of certain employees will fall outside the new pay scales and ranges for certain positions and the City Manager shall have the authority to adjust those specific wages as necessary including one-time lump sum payments; and

WHEREAS, the pay scales for elected officials, the clerk of council and the city manager will not be adjusted; and

WHEREAS, the City wishes to incorporate the wage provisions into the general personnel policies of the City.

#### **Now, Therefore, the City of Bellbrook Hereby Resolves:**

Section 1. That the City Manager is hereby authorized to adjust the wages for certain positions per the attached pay scales and ranges effective August 1, 2017.

Section 2. That the attached pay scales and ranges be approved as presented.

Section 3. That the City Manager has the authority to adjust the wages of certain employees that fall outside the new pay scales and ranges for their positions as necessary including one-time lump sum payments.

Section 4. That this resolution shall take effect and be in force forthwith.

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Robert L. Baird, Mayor

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Jami L. Kinion, Clerk of Council

## City of Bellbrook Wage Scales

	Pay Range	
	Minumum	Maximum
<b>Police Chief</b>	\$84,240	\$103,459
<b>Fire Chief</b>	\$84,240	\$103,459
<b>Service Director</b>	\$72,592	\$96,678

<b>Admin</b>	Pay Scale									
	1	2	3	4	5	6	7	8	9	
<b>Assistant to the City Manager</b>	\$23.33 \$48,526	\$24.67 \$51,314	\$26.06 \$54,205	\$27.16 \$56,493	\$28.48 \$59,238	\$29.93 \$62,254	\$31.43 \$65,374	\$33.02 \$68,682		
<b>Admin Assistant-Planning/Zoning</b>	\$18.27 \$38,002	\$19.49 \$40,539	\$20.80 \$43,264	\$21.93 \$45,614	\$23.23 \$48,318	\$24.22 \$50,378	\$25.36 \$52,749	\$26.65 \$55,432	\$27.99 \$58,219	
<b>Admin Assistant-Finance</b>	\$18.27 \$38,002	\$19.49 \$40,539	\$20.80 \$43,264	\$21.93 \$45,614	\$23.23 \$48,318	\$24.22 \$50,378	\$25.36 \$52,749	\$26.65 \$55,432	\$27.99 \$58,219	
<b>Senior Secretary</b>	\$14.11 \$29,349	\$15.07 \$31,346	\$16.16 \$33,613	\$17.16 \$35,693	\$18.24 \$37,939	\$19.25 \$40,040	\$20.32 \$42,266	\$21.29 \$44,283	\$22.32 \$46,426	

	Pay Range	
	Minumum	Maximum
<b>Code Enforcement Officer (Part-time)</b>	\$14.00	\$18.00
<b>Museum Curator (Part-time)</b>	\$10.00	\$14.00
<b>Camera Operator (Part-time)</b>	\$10.00	\$14.00

<b>Service</b>	Pay Scale								
	1	2	3	4	5	6	7	8	
<b>Service Foreman</b>	\$25.37 \$52,770	\$26.68 \$55,494	\$28.01 \$58,261	\$29.42 \$61,194	\$30.58 \$63,606	\$31.82 \$66,186	\$33.12 \$68,890	\$34.41 \$71,573	
<b>Maintenance Worker 1</b>	\$20.93 \$43,534	\$22.00 \$45,760	\$23.12 \$48,090	\$24.19 \$50,315	\$25.36 \$52,749	\$26.65 \$55,432	\$28.00 \$58,240	\$29.10 \$60,528	
<b>Maintenance Worker 2</b>	\$15.60 \$32,448	\$16.37 \$34,050	\$17.23 \$35,838	\$18.04 \$37,523	\$18.77 \$39,042	\$19.61 \$40,789	\$20.59 \$42,827	\$21.62 \$44,970	
<b>Maintenance Worker 3</b>	\$12.15 \$25,272	\$13.01 \$27,061	\$13.87 \$28,850	\$14.78 \$30,742	\$15.60 \$32,448				

<b>Fire (non-union)</b>	Pay Scale						
	1	2	3	4	5	6	7
<b>Firefighter/Medic (Part-time)</b>	12.00	13.00	14.00	15.00	16.00	17.00	18.00
<b>Firefighter/EMT (Part-time)</b>	11.00	12.00	13.00	14.00	15.00	16.00	

<b>Police (non-union)</b>	Pay Scale									
	1	2	3	4	5	6	7	8	9	
<b>Police Lieutenant</b>	\$35.49 \$73,819	\$37.31 \$77,605	\$39.16 \$81,453	\$41.15 \$85,592	\$42.76 \$88,941					
<b>Admin Asst-Police</b>	\$18.27 \$38,002	\$19.49 \$40,539	\$20.80 \$43,264	\$21.93 \$45,614	\$23.23 \$48,318	\$24.22 \$50,378	\$25.36 \$52,749	\$26.65 \$55,432	\$27.99 \$58,219	
<b>Patrol Officer (Part-time)</b>	\$13.00	\$14.00	\$15.00	\$16.00	\$17.00	\$18.00	\$19.00	\$20.00		

# RECORD OF RESOLUTIONS

Resolution No. 2017-S

July 10, 2017

## City of Bellbrook

### Resolution No. 2017-S

#### **A Resolution Authorizing the City Manager to Enter into an Agreement with the Bellbrook-Sugarcreek Local School District for School Security.**

WHEREAS, the Bellbrook-Sugarcreek Local School District has requested that the Bellbrook Police Department continue its increased presence at schools within the City limits beyond its normal patrol; and

WHEREAS, the School District agreed to compensate the City for this increased presence; and

WHEREAS, the agreement will be effective for the 2017-2018 school year.

#### **Now, Therefore, the City of Bellbrook Hereby Resolves:**

Section 1. That the City Manager is hereby authorized to execute the attached agreement with the Bellbrook-Sugarcreek Local School District.

Section 2. That this resolution shall take effect and be in force forthwith.

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Robert L. Baird, Mayor

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Jami L. Kinion, Clerk of Council

## **School Security Agreement For Bellbrook Police Officers**

This agreement is made this \_\_\_\_ day of \_\_\_\_\_, 2017 by and between the City of Bellbrook and the Bellbrook - Sugarcreek Local School District, Bellbrook, Ohio, hereafter referred to as the "District".

**WHEREAS**, the District wishes to utilize the services of Bellbrook police officers in a security assignment.

Now, therefore, in consideration of the mutual promises contained herein:

### 1. Security and Enforcement

A. Officers assigned to this detail will focus on providing visible security for the students, staff and visitors of the District's school buildings. The security assignment will include the following;

1. Vehicle patrol of parking areas and the grounds of any building.
2. Foot patrol of parking areas and grounds of any building.
3. Foot patrol of the interior of any building.

B. Buildings to be patrolled

1. Sugarcreek Education Center / School Administrative Building
2. Bell Creek Intermediate School
3. Bellbrook-Sugarcreek Transportation office (on request).
4. Sugarcreek Elementary School
5. Stephen Bell Elementary School
6. Other school buildings on an as needed basis.

C. Assignment Times

This assignment will be based on the preceding schools' regular school day hours. The City of Bellbrook Police Department will strive to provide a minimum of 4 hours of security on site at any one or more of the buildings set forth in Item (1)(B), each school day. Other time necessary for the assignment, or requested by the District, will be provided as officers are available.

D. Documentation

Each school day, an on-duty officer will be assigned the school security detail, in addition to the officer's normal patrol duties. The on-duty dispatcher will log the time the officer signs off at a school for this assignment, and will log the time the officer returns to regular patrol service. The minimum amount of time counted for this assignment will be 30 minutes. As the officer returns to service, he/she will indicate to the dispatcher what activity was performed during the time period (A 1-3).

The records for this assignment will be retained by the Bellbrook Police Department; however copies will be available for the District, if requested.

- E. Officers assigned to this security detail will be responsible for the enforcement of the Municipal Code, as well as State and Federal Statutes. The District may provide general instructions and direction to City law enforcement personnel so engaged as to the performance of the agreed to police services, however, City law enforcement personnel shall at all times be bound by the Rules, Regulations and Policies of the City of Bellbrook Police Department.
2. Uniform  
Officers shall wear the complete uniform of the Bellbrook Police Department and be responsible for completing the appropriate reports and forms necessary to conclude an incident when engaging in the security assignment, unless directed to the contrary by a police supervisor.
3. Supervision  
The Bellbrook Police Department on-duty supervisor has the responsibility to oversee the activities of officers assigned school security during their respective tour of duty.
4. Release from Service  
In the event of a city emergency requiring the services of a police officer assigned to security for the District, the District agrees that such officer will be released immediately from the security assignment.
5. Cost of Services  
This agreement covers the 2017-2018 school year. Hours of the assignment will be based on the school days in each of the school buildings in the City of Bellbrook. The District agrees to pay the City of Bellbrook a flat rate of \$16,000 for the 2017-2018 school year. The District may request additional officers, or assignment times, if necessary.
6. Hold Harmless  
The District shall indemnify, hold harmless and defend the City, its officers, employees, agents and volunteers against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the City, its officers or employees may hereafter sustain, incur or be required to pay, arising wholly or in part due to any act or omission of the District, its agents, servants or employees, in the execution of performance of this contract.

The Bellbrook Police Department of the City of Bellbrook will not be held liable, nor have breached this contract, in the event officers cannot be scheduled or provided for the work/event(s) requested.

The District shall secure and maintain, during the period of the agreement, commercial general liability insurance which will protect it and the City from claims for bodily injury, death, property damage or personal injury which may arise from any act or omission of the District, its agents, servants, or employees in the performance of this agreement. The District shall provide the City a Certificate of Insurance showing evidence of such coverage.

- 7. Invoice  
The City shall invoice the District for the amount provided under this Agreement. The District shall make payment to the City in the full amount of such invoice no later than thirty (30) days from the date of invoice.
  
- 8. Workers' Compensation  
While any City of Bellbrook police officer is working for the District as set forth in this Agreement, the City of Bellbrook will provide the officer with insurance coverage through the State of Ohio Bureau of Workers' Compensation.
  
- 9. This Agreement shall terminate on July 1, 2018 or as otherwise provided herein. This Agreement may be terminated by the City at any time and for any reason whatsoever by the City providing the District with written notice of such termination at least 20 days prior to the date of termination. This Agreement may be terminated at any time by mutual agreement of the City and the District.

In witness whereof, the parties hereto have set their hands the day and year first about written.

\_\_\_\_\_  
City Manager  
City of Bellbrook

\_\_\_\_\_  
Superintendent  
Bellbrook-Sugarcreek Local School District

\_\_\_\_\_  
Chief of Police  
City of Bellbrook

# RECORD OF RESOLUTIONS

Resolution No. 2017-T

July 10, 2017

## City of Bellbrook

### Resolution No. 2017-T

#### **A Resolution Authorizing the City Manager to Enter into an Agreement with the Bellbrook-Sugarcreek Local School District for Security at Home Football Games.**

WHEREAS, the Bellbrook-Sugarcreek Local School District has requested that the Bellbrook Police Department provide police officers in an extra duty capacity at Bellbrook High School home football games; and

WHEREAS, the School District agreed to compensate the City for this extra duty; and

WHEREAS, the agreement will be effective for the 2017 home football season.

#### **Now, Therefore, the City of Bellbrook Hereby Resolves:**

Section 1. That the City Manager is hereby authorized to execute the attached agreement with the Bellbrook-Sugarcreek Local School District.

Section 2. That this resolution shall take effect and be in force forthwith.

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Robert L. Baird, Mayor

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Jami L. Kinion, Clerk of Council

## **Extra Duty Employment Agreement For Bellbrook Police Officers**

This agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 2017 by and between the City of Bellbrook, hereafter referred to as the "City," and the Bellbrook-Sugarcreek Local School District, hereafter referred to as the "District".

**WHEREAS**, the District wishes to utilize the services of City police officers in a security assignment, specifically, security for the 2017 Fall Bellbrook High School (home game) football season.

Now, therefore, in consideration of the mutual promises contained herein:

### 1. Scope of the Agreement

This agreement covers the 2017 Fall Bellbrook High School (Home game) football season from the first home football game in August 2017 until December 2017. Hours of the assignment will be from 1830 to 2130. (Additional time may be spent after the event, in crowd and traffic control). Additional services may be at the request of the District or in the discretion of the City. Three officers will be assigned to each game, if available. The District may request additional officers, if necessary.

### 2. Enforcement

Officers employed in an extra-duty police-related capacity shall be responsible for the enforcement of City Ordinances, as well as State and Federal Statutes. The District may provide general instructions and direction to City law enforcement personnel so engaged as to the performance of the agreed to police services, however, City law enforcement personnel shall at all times be bound by the Rules, Regulations and Policies of the City of Bellbrook Police Department.

### 3. Uniform

Officers shall wear the complete uniform of the Bellbrook Police Department and be responsible for completing the appropriate reports and forms necessary to conclude an incident when engaging in extra duty police-related employment unless directed to the contrary by a police supervisor.

### 4. Supervision

The Bellbrook Police Department on-duty supervisor has the responsibility to oversee the activities of officers engaged in extra duty police-related employment during their respective tour of duty. Whenever more than four (4) officers are required for the same

time at the same extra duty place of employment, a supervising officer, if available, will be assigned for supervision purposes and compensated as provided in paragraph six (6).

5. Release from Service

In the event of a city emergency requiring the services of any extra duty police officer employed by the District, the District agrees that such officer will be released immediately from the extra duty employment.

6. Cost of Services

The District agrees to pay the City of Bellbrook a flat rate of \$120.00 per officer per night.

7. Hold harmless

The District shall indemnify, hold harmless and defend the City, its officers, employees, agents and volunteers against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the City, its officers or employees may hereafter sustain, incur or be required to pay, arising wholly or in part due to any act or omission of the District, its agents, servants or employees, in the execution of performance of this contract.

The Bellbrook Police Department of the City of Bellbrook will not be held liable in the event officers cannot be scheduled or provided for the work/event(s) requested.

The District shall secure and maintain, during the period of the agreement, commercial general liability insurance which will protect it and the City from claims for bodily injury, death, property damage or personal injury which may arise from any act or omission of the District, its agents, servants, or employees in the performance of this agreement. The District shall provide the City a Certificate of Insurance showing evidence of such coverage.

8. Invoice

The City shall deliver to the District a monthly invoice for the cost of City law enforcement personnel provided under this Agreement. The District shall make payment to the City in the full amount of such invoice no later than thirty (30) days from the date of invoice.

9. Workers' Compensation

While any City of Bellbrook police officer is working for the District as set forth in this Agreement, the City of Bellbrook will provide the officer with insurance coverage through the State of Ohio Bureau of Workers' Compensation.

10. This Agreement shall terminate on December 31, 2017 or as otherwise provided herein. This Agreement may be terminated by the City at any time and for any reason whatsoever by the City providing the District with written notice of such termination at least 20 days prior to the date of termination. This Agreement may be terminated at any time by mutual agreement of the City and the District.

In witness whereof, the parties hereto have set their hands the day and year first about written.

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City Manager  
City of Bellbrook

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Superintendent  
Bellbrook Sugarcreek Local School District

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Chief of Police  
City of Bellbrook

# RECORD OF RESOLUTIONS

Resolution No. 2017-U

July 10, 2017

## City of Bellbrook

### Resolution No. 2017-U

#### **A Resolution to Proceed to Levy a Tax in Excess of the Ten Mill Limitation.**

The City of Bellbrook, Greene County, Ohio, met in Regular Session on the 10<sup>th</sup> day of July 2017, in Bellbrook City Council Chambers with the following members present:

Robert Baird, Mayor  
Nick Edwards, Council Member  
Forrest Greenwood, Council Member  
Darryl McGill, Council Member  
Elaine Middlestetter, Council Member  
Dona Seger-Lawson, Council Member

\_\_\_\_\_ moved for the adoption of the following Resolution:

WHEREAS, the amount of taxes which may be raised within the ten mill limitation will be insufficient to provide an adequate amount for the necessary requirements of said City of Bellbrook, Greene County, Ohio.

#### **Now, Therefore, the City of Bellbrook Hereby Resolves:**

Section 1. That with two-thirds of all members elected thereto concurring, that it is necessary to levy a tax in excess of the ten mill limitation for the benefit of the City of Bellbrook for the purpose of providing current operating expenses of the general fund at a rate not exceeding 3.0 mills for each one dollar of valuation, which amounts to thirty cents (\$0.30) for each one hundred dollars (\$100) of valuation for an addition of 3.0 mills to constitute a tax of 3.0 mills for a five year period of time commencing in tax year 2017 and first collected in 2018.

Section 2. That the question of levying additional taxes be submitted to the electors of said City of Bellbrook at the general election to be held at the usual voting places within said City of Bellbrook on the 7<sup>th</sup> day of November 2017. The ballot shall be in the following form:

#### **PROPOSED TAX LEVY (Additional) CITY OF BELLBROOK**

#### **A Majority Affirmative Vote Is Necessary For Passage**

An additional tax for the benefit of the City of Bellbrook for the purpose of providing current operating expenses at a rate not exceeding 3.0 mills for each one dollar of valuation, which amounts to \$0.30 for each one hundred dollars of valuation, for a five year period of time, commencing in tax year 2017, first due in calendar year 2018?

\_\_\_\_\_ For the Tax Levy  
\_\_\_\_\_ Against the Tax Levy

# RECORD OF RESOLUTIONS

Resolution No. 2017-U

July 10, 2017

Section 3. That said levy be placed upon the tax list of the current year after the February settlement next succeeding the election if a majority of the electors voting thereon vote in favor thereof.

Section 4. That the Clerk of this City of Bellbrook be and is hereby directed to certify a copy of this Resolution to the Board of Elections, Greene County, Ohio, immediately after its passage and notify said Board of Elections to cause notice of election on the question of levying said tax to be given as required by law.

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

\_\_\_\_\_ seconded the Motion and the roll being called upon its adoption, the vote resulted as follows:

Mr. Edwards \_\_\_\_\_

Mr. Greenwood \_\_\_\_\_

Mr. McGill \_\_\_\_\_

Mrs. Middlestetter \_\_\_\_\_

Mrs. Seger-Lawson \_\_\_\_\_

Mayor Baird \_\_\_\_\_

**Adopted this 10<sup>th</sup> of July 2017.**

\_\_\_\_\_  
Robert L. Baird, Mayor

\_\_\_\_\_  
Jami L. Kinion, Clerk of Council

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## Clerk Certification

I, **Jami L. Kinion** of the City of Bellbrook, Greene County, Ohio, certify this Resolution to be a true and correct copy of **Resolution No. 2017-U**, as adopted by the Council of the City of Bellbrook, Greene County, Ohio, and recorded in the official record of proceedings of the meeting held on **July 10, 2017**.