



## BELLBROOK CITY COUNCIL AGENDA

August 12, 2019

### 7:00 pm-Regular Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Formal Approval of the Regular and Special Meeting Minutes of July 22, 2019
5. Mayor's Announcements/Special Guests  

Marty Heide, Field Representative for Congressman Mike Turner
6. Public Hearing of Ordinances
7. Introduction of Ordinances
8. Resolutions
  - Resolution 2019-W 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 (**Greenwood**)
9. Committee Reports
  - A. Service
  - B. Safety
  - C. Finance/Audit
  - D. Community Affairs
10. Old Business
11. New Business
  - Appointment of new City Council member
  - Planning Board Opening
12. Open Discussion
13. Adjourn

**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)



**RECORD OF PROCEEDINGS**  
Minutes of Bellbrook City Council Meeting  
Special Meeting July 15, 2019

**PRESENT:** Mr. Nick Edwards  
Mr. Forrest Greenwood  
Mr. Darryl McGill  
Mrs. Dona Seger-Lawson  
Mayor Mike Schweller

This is a summary of the Special Meeting of City Council held on July 15, 2019 at 6:00 pm. Mayor Schweller called the meeting to order at 6:00 pm.

**Mr. McGill made a motion to go into executive session at 6:00 pm to interview applicants to fill the vacancy on Council.** Mrs. Seger-Lawson seconded the motion. The motion was carried 5-0.

**Mr. Greenwood made a motion to exit out of executive session at 6:40 pm.** Mr. McGill seconded the motion. The motion was carried 5-0.

Being no further business to come before this special meeting of the Bellbrook City Council, Mayor Schweller declared the meeting adjourned at 6:45 pm.

---

Michael W. Schweller, Mayor

---

Pamela Timmons, Clerk of Council



**RECORD OF PROCEEDINGS**  
Minutes of Bellbrook City Council Meeting  
Special Meeting  
July 18, 2019

**PRESENT:** Mr. Forrest Greenwood  
Mrs. Elaine Middlestetter  
Mrs. Dona Seger-Lawson  
Mayor Michael Schweller

This is a summary of the City Council Special Meeting held on July 18, 2019 to discuss the recommendations delivered from consultant Jeff Siegler. Also present were members of various boards including the Village Review Board, Planning Board and Board of Zoning Appeals/Property Review Commission. There were not enough members of any of the boards to constitute a quorum. There were also two citizens in attendance – Doug Johnson and Ernie Havens.

**The meeting was called to order at 5:33 pm by Mayor Schweller.**

Consultant Jeff Siegler of Revitalize or Die discussed how downtown Bellbrook got to the point in which it is currently. He contributed it to the sprawl economy.

Mr. Siegler then discussed how policies could be changed to promote development. Any current parking requirements should be looked at and reconsidered. Any restrictions on the downtown should not be too prescriptive.

Mayor Schweller asked if Article 14 was reviewed. Mr. Siegler stated that he did not look at article 14 in particular. There was discussion on striking a balance with the ordinance and to make changes that are appropriate.

Mr. Siegler noted that a vacant property registry and associated legislation could assist in minimizing the number of vacant properties in the downtown. Revitalization comes down to real estate and the need for quality spaces for businesses to occupy. Discussion occurred around vacant property legislation and property owner rights.

**The meeting was adjourned at 6:42 pm.**

---

Michael W. Schweller, Mayor

---

Pamela Timmons, Clerk of Council

**RECORD OF PROCEEDINGS**  
Minutes of Bellbrook City Council Meeting  
July 22, 2019

**PRESENT:** Nick Edwards  
Forrest Greenwood  
Darryl McGill  
Dona Seger-Lawson  
Mayor Mike Schweller

This is a summary of the City Council meeting held on Monday, July 22, 2019. Mayor Schweller called the meeting to order at 7:00 pm and the Clerk called the roll.

**ROLL CALL**

Mr. Edwards, yes; Mr. Greenwood, yes; Mr. McGill, yes; Mrs. Seger-Lawson, yes; Mayor Schweller, yes.

Mrs. Seger-Lawson made a motion to excuse Mrs. Middlestetter from the Council meeting. Mr. McGill seconded the motion. The Clerk called the roll. Mrs. Seger-Lawson, yes; Mr. McGill, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mayor Schweller, yes. The motion passed 5-0.

**FORMAL APPROVAL OF MINUTES**

After polling members of City Council, as there were no corrections or additions to the regular meeting and special meeting minutes of July 8, 2019 Mayor Schweller declared the minutes approved as written.

**MAYOR'S ANNOUNCEMENTS/SPECIAL GUEST**

The Mayor swore in new Police Officers Ryan Johnston and Gregory Williams. April Williams pinned the Bellbrook Police Badge on her husband Greg. Cristina Johnston pinned Ryan's badge on him.

The Police Chief Doherty welcomed the men to the Bellbrook Police Force. They both come to the city with training and skills from their previous positions. The new officers have already started orientation and will be on patrol this week.

**PUBLIC HEARTING OF ORDINANCES** - none

**INTRODUCTION OF ORDINANCES** - none

**RESOLUTIONS**

Mr. Edwards read **Resolution 2019-V A Resolution in Support of the Greene County Master Trail Planning Effort.**

City Manager Melissa Dodd explained that two weeks ago representatives of all Greene County municipalities attended a meeting held by Greene County Regional Planning and Greene County Parks and Recreation to discuss the creation of a master trail plan for the county. At a later point there a monetary commitment will be requested.

## RECORD OF PROCEEDINGS

Minutes of Bellbrook City Council Meeting

July 22, 2019

Mr. Edwards made a motion to adopt **Resolution 2019-V A Resolution in Support of the Greene County Master Trail Planning Effort**. Mr. Greenwood seconded the motion. The Clerk called the roll. Mr. Edwards, yes; Mr. Greenwood, yes; Mr. McGill, yes; Mrs. Seger-Lawson, yes; Mr. Schweller, yes. The motion passed 5-0.

### **CITY MANAGER REPORT**

City Manager Dodd reported that she had received the recommendations from consultant Jeff Siegler of Revitalize or Die. These are being proofread and prepared to share with City Council and the public. Mrs. Dodd has spoken with Mr. Siegler about plans for how the city moves forward. There is a community effort that has been started to take these ideas and suggestions and move forward. A meeting is planned for July 30<sup>th</sup> for community members who are interested. The meeting is planned for 6:15 PM at 2600 Bonniedale Drive. RSVPs have been requested for this first meeting. The information will be posted on the City's website. This new board or committee that is formed will be purely resident maintained outside of the City administration. The community is very receptive, and Mrs. Dodd is very excited.

The Farmer's Market is expanding from one Saturday a month to twice a month on the second and fourth Saturdays. The next one will be this coming Saturday, July 27.

The City Manager had thought that the next City Council meeting could be cancelled, but due to the need to appoint a new council member this will not be possible. Mrs. Dodd reminded Council that she will be on vacation that week and not available to attend that meeting. Planning and Zoning Administrator Jeff Green will be present.

Mrs. Dodd updated Council on the condition of Little Sugarcreek Road. The engineers have promised to supply their report by the end of the month. There will be much more information to follow.

Mayor Schweller asked if there has been any further slippage of the road. Mrs. Dodd reported that the Service Department walks the road weekly and has not seen signs of any further slippage.

Mr. Greenwood asked how this will affect children when school starts, and they need to walk to school due to the limited bus availability. He also asked if snow removal on sidewalks will be a priority. Mrs. Dodd reports that Chief Doherty and the Chief of Sugarcreek Township have been working with the schools to ensure that students will be safe getting to and from school. Mr. Greenwood added that one troublesome area is where students cross to get to the intermediate school.

### **COMMITTEE REPORTS**

**Service:** none

**RECORD OF PROCEEDINGS**  
Minutes of Bellbrook City Council Meeting  
July 22, 2019

**Safety:** Mr. Greenwood reminded the public the Tuesday, August 6 is National Night Out. Officers will be outside of Dot's Market from 6:00 to 8:00 PM. Hamburgers and hotdogs will be provided. This is a great opportunity for the residents to get to know our Police Officers.

**Finance/Audit:** Mr. Schweller reported that the second quarter financials are completed. The revenue has been flat. Expenses are at 48% versus the expected 50% which is good. The capital fund is close to budget.

Mr. McGill made a motion to accept the second quarter financials. This was seconded by Mr. Edwards. The Clerk called the roll. Mr. McGill, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mrs. Seger-Lawson, yes; Mayor Schweller, yes. The motion passed 5-0.

**Community Affairs:** none

**OLD BUSINESS**

**NEW BUSINESS**

**OPEN DISCUSSION**

Mr. Edwards welcomed the two new police officers. This was echoed by the rest of City Council.

Mr. McGill added to the welcome that he commended the officers to accepting the badge which is a symbol of responsibility and commitment to our city.

Mr. Greenwood made a motion to enter into Executive Session to discuss personnel matters. Mrs. Seger-Lawson seconded the motion. The Clerk called the roll. Mr. Greenwood, yes; Mrs. Seger-Lawson, yes; Mr. Edwards, yes; Mr. McGill, yes; Mayor Schweller, yes. The motion passed.

Being no further business to come before this regular session of the Bellbrook City Council, Mayor Schweller declared the regular meeting adjourned at 7:25 PM.

Mr. McGill made a motion to exit the executive session at 7:54 PM. This was seconded by Mr. Greenwood.

**ADJOURN**

Being no further business to come before the Bellbrook City Council, Mayor Schweller declared the regular meeting adjourned at 7:55 PM.

---

Michael W. Schweller, Mayor

---

Pamela Timmons, Clerk of Council

# RECORD OF RESOLUTIONS

Resolution No. 2019-W

August 12, 2019

## City of Bellbrook

### Resolution No. 2019-W

#### **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.**

WHEREAS, the City of Bellbrook desires to maintain adequate equipment to be used by its personnel; and

WHEREAS, equipment no longer needed for use by City personnel may be declared as surplus property per Chapter 230 of the Bellbrook Municipal Code.

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

Section 1. That the following equipment is hereby declared as surplus property:

2008 Ford Expedition (VIN 1FMFU16508LA06992)

Section 2. That the City Manager is hereby authorized and directed to dispose of said property in accordance with Chapter 230 of the Bellbrook Municipal Code.

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

---

Michael W. Schweller, Mayor

---

Pamela Timmons, Clerk of Council

**To:** Mayor & City Council

**From:** Melissa Dodd, City Manager

**Date:** August 9, 2019

**Subject:** August 12<sup>th</sup> Council Meeting & City Manager's Update

---

## Council Meeting Agenda Items

- **Mayor's Announcements and Special Guests**
  - Marty Heide on behalf of Congressman Mike Turner
- **Public Hearing of Ordinances**
- **Introduction of Ordinances** - None
- **Resolutions**
  - **2019-W – Surplus Equipment Sale** – This is routine legislation to authorize me to sell one of the Fire Department vehicles that was replaced this year.
- **Old Business**
- **New Business**
- **Other Items of Interest**
  - **Downtown Recommendations** - The full recommendations and a nice summary created by our Clerk Pam is on our website. A description of the events that occurred and videos of the public presentations are also on our website.
    - **Community Organization** – One of the recommendations was for a community organization to be formed. This would be independent of the city and a community grass roots effort. This ball was picked up by Tony Cali who owns a business in Bellbrook. I attended the first meeting on July 30<sup>th</sup>. It was well attended and a plan was put into motion. Tony plans to come to the next Council meeting to talk briefly with Council about this topic.
  - **Proposed Code and Ordinance Changes** – Our Planning and Zoning Assistant Jeff has been working on a few different changes to our zoning code and some additional ordinances. These will start to work their way to Planning Board and Council in the near future. He has done a great job identifying needed changes and additions.
  - **Little Sugarcreek Road Study** – The completed study of Little Sugarcreek Road was delivered to me last week. I will have the engineer that prepared the study come to speak to Council at the next meeting.
  - **Franklin Street Bridge Project** – At the next Council meeting we will have some legislation to start the preliminary work on the Franklin Street Bridge project in hopes that we will have our construction and funding moved up. Right now it is scheduled for fiscal year 2023 which begins July 2022.

- **New Phone System** – Our new phones have been installed and are up and running. The new system is much more user friendly and has a number of really nice features. The implementation was very smooth and staff are really excited and happy to have them. Thank you for supporting this project!
- **Upper Bellbrook Road Pedestrian Crossing** – I was approached about collaborating with the Township and School District to install a crosswalk on Upper Bellbrook Road near the Landings. With all of the development that has occurred, the need for a safe way to cross Upper Bellbrook has become a real need. The project is estimated at \$33k with \$20k coming from the schools, \$7k from the township and \$6k being requested from us. I am in full support of this collaboration especially with the bussing changes this school year. A supplemental appropriation will be at the next meeting and this will be incorporated if Council is supportive.
- **Vacation** – I will be on vacation the week of August 12 and Chief Doug Doherty will be the acting CM.

### **Thank you**

Last but certainly far from least, I want to let Council know what an incredible job Chief Doherty and all of the Police Department have done to handle the events of August 4<sup>th</sup>. The situation was handled with the utmost professionalism and care and I could not be more thankful for that. I also want to thank Michaela Grant and Cyndy Porter who spent the entire day that Monday after to help field the flood of media calls in the Police Department. Those two did an incredible job as well. This truly was a test of the City and I feel that our response was the best it could be during a tragedy. The City really is lucky to have such compassionate employees.