

RECORD OF PROCEEDINGS
Minutes of Bellbrook City Council Meeting
May 13, 2019

PRESENT: Nick Edwards
Forrest Greenwood
Darryl McGill
Elaine Middlestetter
Mike Schweller
Mayor Robert Baird

ABSENT: Dona Seger-Lawson

GUESTS: Chief Doug Doherty
Lt. Steve Carmin
Tony and Brenda Vetter
Michael and Dorothy Kelley
Jon Dalton
DeAndre Davis – WHIO
Joe Bullock
Chris Ewing

CALL TO ORDER Mayor Baird called the City Council meeting to order at 7:00 pm.

ROLL CALL

Mr. Edwards, yes; Mr. Greenwood, yes; Mr. McGill, yes; Mrs. Middlestetter, yes; Deputy Mayor Schweller, yes; Mayor Baird, yes.

Mr. McGill made a motion to excuse Mrs. Seger-Lawson from the meeting. The motion was seconded by Mr. Edwards. The Clerk called the roll. Mr. McGill, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion carried 6-0.

FORMAL APPROVAL OF MINUTES

After polling members of City Council, as there were no corrections or additions to the regular meeting minutes of April 22, 2019 Mayor Baird declared the minutes approved as written.

MAYOR’S ANNOUNCEMENTS/SPECIAL GUEST

Mayor Baird welcomed Mrs. Ewing of the Bellbrook Sugarcreek Chamber of Commerce. Mrs. Ewing reminded the public that the Community Garage Sale is taking place this week on Thursday May 16, Friday May 17, and Saturday May 18. Signs are allowed during this time but must be removed at the

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close of the sale on Saturday afternoon. The list of participants is available at www.bellbrooksugarcreekchamber.com, Dot's Market, Old Fort Bank, and the library. The library also has a map.

Mrs. Ewing also announced the Garden Club Plant Sale on Saturday, May 18 from 9 AM until 1 PM. Saturday is also the High School graduation 5:00 PM at Trent Arena. June 9 is the River Festival where groups clean the river followed by a free luncheon and vendor booths from noon until 3:00 PM for the volunteers and the public. The Pet Expo featuring 26 vendors will take place on Saturday August 10 from 9:00 AM – 12:00 PM at the elementary school which will also be hosting an open house. Thursday September 19 will be the community golf outing. Mrs. Ewing also invited the public to the Wednesday morning networking group that meets at the BellHop Café at 8:00 AM

Police Chief Doug Doherty was invited to the podium by Mayor Baird.

Chief Doherty explained that today is the beginning of Police Week and it has been a year of changes necessitating its officers take on new roles. One officer to step up was Officer Jim Burns who took on the midnight shift leadership role. Chief Doherty presented the Leadership Award to Officer Burns. He also received a red ribbon for his dress jacket.

Most of the Police force earned Fitness awards. The Chief asked the three officers who were receiving this award for the first time to come forward: Lt. Steve Carmin, Officer Jim Burns, and Officer Tony Ruble. The fitness challenge entailed 10 pushups and a 200-yard run three times. Ruble said this will be the first of many fitness awards.

Chief Doherty was proud to present the Officer of the Year Award to Lt. Steve Carmin. Lt. Carmin has served Bellbrook faithfully for 22 years. Lt. Carmin is an administrator and front-line officer. He also has the responsibility of keeping the department up to date on the requirements of the Ohio Collaborative for Law Enforcement. Only a few police departments in Ohio meet these standards. The Chief explained that he relies on the Lieutenant. Chief Doherty said he has given this type of award for 20 years, but this one is very special and well-deserved. Lt. Carmin was given a plaque and a ribbon which is yellow signifying officer of the year surrounded by gold for command.

Lt. Carmin thanked Chief Doherty for the award and his support. He added that he couldn't do it without his team.

Mayor Baird congratulated all of the officers and Lt. Carmin.

City Manager Melissa Dodd presented commendation letters to Chief Doherty and Officer Ruble. The letters commended them for their exemplary community service efforts. Taking their personal time and resources to help an elderly citizen. They have shown kindness and compassion which makes Mrs. Dodd proud. Chief Doherty expressed his thanks adding that helping Edna Mae Kreiter for the last five years is very enjoyable.

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Mayor Baird swore in Sergeant James Burns. The Sergeant's badge was pinned on by his wife.

Mr. Schweller made a motion to move the reading of **Resolution 2019-M** up on the agenda. The motion was seconded by Mr. McGill. The Clerk called the roll. Mr. Schweller, yes; Mr. McGill, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mr. Baird, yes. The motion passed 6-0.

Mr. McGill read **Resolution No. 2019-M A Resolution Presenting the Family of Officer Brian Meade with his Badge and Service Weapon and Providing for a Release of Claims Relating to Said Weapon**. He added his admiration and respect for Sgt. Meade and expressed his condolences to the family. The rest of Council echoed those sentiments.

Mr. McGill made a motion to adopt **Resolution No. 2019-M A Resolution Presenting the Family of Officer Brian Meade with his Badge and Service Weapon and Providing for a Release of Claims Relating to Said Weapon**. The motion was seconded by Mrs. Middlestetter. The Clerk called the roll. Mr. McGill, yes; Mrs. Middlestetter, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion passed 6-0.

Meade Family Presentations by Chief Doherty

Each of Sgt. Meade's badges and service weapon were put into display cases and presented to his wife Renee, and his children; Kayla and Andrew. Mrs. Meade thanked the Police Department and the city for their support and love for Brian.

Chief Doherty explained that he and the department wanted to show their respect in a memorable way. A plaque is being placed in the department and the flagpole in front of the building is being dedicated to Sgt. Meade. And an unexpected idea was to appoint Brian's brother, Eric, as the Department Chaplain.

Chief Doherty swore in Departmental Chaplain, Eric Meade. The badge was pinned on by his wife. Mr. Meade thanked the City for their support.

Mayor Baird thanked the Meade family and added his thanks and admiration for Sgt. Meade.

PUBLIC HEARTING OF ORDINANCES

Mrs. Middlestetter read **Ordinance 2019-10 An Ordinance Amending Section 14.15 "Bellbrook Village Plan: Review Procedure"**.

City Manager Melissa Dodd explained that this ordinance updates the procedure to eliminate the section that allowed the Board to approve sign requests by electronic means which is in violation of Ohio Sunshine Laws. Another change was to increase the time requirement for a hearing from 14 days to 30 days which is in line with the standard meeting times.

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Mayor Baird opened the topic up for public discussion, seeing none closed the hearing. Mrs. Middlestetter made a motion to adopt **Ordinance 2019-10 An Ordinance Amending Section 14.15 "Bellbrook Village Plan: Review Procedure"**. Mr. Edwards seconded the motion. The Clerk called the roll. Mrs. Middlestetter, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mrs. McGill, yes; Mr. Schweller, yes; Mr. Baird, yes. The motion passed 6-0.

Mr. Greenwood read **Ordinance 2019-11 An Ordinance Adopting the Revised City of Bellbrook Personnel Manual**.

Mrs. Dodd pointed out that a table compiling the changes to the manual was created by the Clerk. These changes include a change to the amount of compensatory time that can be accrued and carried over from year to year from 120 hours to 80 hours. This change was brought up due to large pay-outs in the past year. Meal periods were added. Paid time off will be accrued each pay period instead of having to wait until a full year has been worked. Mr. McGill asked about the items that are affected by length of service and whether these were in line with our collective bargaining agreements. Mrs. Dodd answered that these changes only affected employees that are not part of the collective bargaining agreements but puts standards in place for when those agreements are negotiated in the future. The current agreements are in effect until June or July of 2020.

Mr. Greenwood made a motion to adopt **Ordinance 2019-11 An Ordinance Adopting the Revised City of Bellbrook Personnel Manual**. Mr. Schweller seconded the motion. The Clerk called the roll. Mr. Greenwood, yes; Mr. Schweller, yes; Mr. McGill, yes; Mrs. Middlestetter, yes; Mayor Baird, yes. The motion passed 6-0.

INTRODUCTION OF ORDINANCES - none

RESOLUTIONS

Mr. Edwards read **Resolution 2019-L A Resolution Approving an Agreement for the Employment of the Municipal Attorney**.

Mrs. Dodd explained that the contract is with Amy Blankenship who the Council met a few months ago. Her background is specifically in Municipal Law. She is also the Law Director for Beaver Creek and Oxford. Mrs. Dodd has a good working relationship with Ms. Blankenship. She and her firm will be a great resource. Mr. Schweller stated that he heard her speak at a conference a few years ago and believes she will do a good job for the City. He also asked if the City requires many hours of service. Mrs. Dodd answered that the City only uses the attorney on an as-needed basis.

Mr. Edwards made a motion to adopt **Resolution 2019-L A Resolution Approving an Agreement for the Employment of the Municipal Attorney**. Mr. McGill seconded the motion. The Clerk called the roll. Mr. Edwards, yes; Mr. McGill, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mr. Schweller, yes; Mr. Baird, yes. The motion passed 6-0.

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Mrs. Dodd added her thanks to Patricia Campbell who has served as our Municipal Attorney. When Mrs. Dodd spoke to Ms. Campbell it was learned that due to the direction of the City and the needs of Ms. Campbell's office this was the appropriate time to make this change.

CITY MANAGER REPORT

City Manager Dodd reported that on April 25th she and Mayor Baird attended Greene Giving's annual luncheon. They were presented with a check for \$1,000 which paid for a bench downtown which has a plaque recognizing Greene Giving.

Bellbrook was awarded the CDBG grant for \$35,177 to be used with City funds to put in curbing, sidewalks, ramps, and domes along part of N. West Street. This will be great for pedestrians going to Bellbrook Plaza.

Mrs. Dodd reminded Council that the next regularly scheduled meeting would be on Memorial Day. Council canceled that meeting.

The City Manager announced that the Downtown Assessment has been scheduled for June 13 and 14. She asked that Council attend as many of the events as possible. Thursday evening includes a meeting for the City's Council and other Board members. After that, a forum will take place where all of the public is welcome. Friday includes smaller events for discussion. This will be a great opportunity to ask questions and get feedback to help with our plan to move forward. Information will be available on the City's web page. Mrs. Dodd explained that she felt it was important to bring in someone with expertise in city revitalization. Mr. Schweller asked how Mrs. Dodd found this consultant. She explained that she looked at Heritage Ohio who introduced her to Jeff Seigler. He works with communities to create an individual approach to solving downtown revitalization projects. Whereas Heritage Ohio just encourages everyone to try to become Main Street communities. The City Manager does not see that as the path Bellbrook would want to take in the next 5 to 10 years. Bellbrook needs more creative options to start this process.

COMMITTEE REPORTS

Service: none

Safety: Mr. Greenwood reported that the City had a house fire recently. Some citizens asked why we required three Fire Departments to put it out. He answered that three departments is what is required these days. Small towns do not keep too many firefighters on staff. So towns work together. This is always the plan now. They train together and this works well and saves everyone money.

Finance/Audit: Mr. Schweller congratulated the City staff for the work that won us the grant money.

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Community Affairs: Mrs. Middlestetter announced that the Historical Museum has a rotating exhibit. This one is on quilts. She also added an invitation to the public to the community garage sale and garden club plant sale this weekend.

OLD BUSINESS - none

NEW BUSINESS

A Liquor control license has been requested by Be Team, LLC. This is a new business. Mrs. Dodd opined that she is very excited about this business opening in Bellbrook on Main Street. Jessica and Mike Bettencourt who own Bella Baby, purchased the Dyer building and will be opening a small event space called The Livery. The building was originally built as a livery. The current space in the front of the building will be retail/office space. The back of the building and the outdoor space will be remodeled to be the event space. The plans works with the service garage behind it and will not be an issue.

OPEN DISCUSSION

Mr. Greenwood thanked Chief Doherty for the presentations tonight.

ADJOURN

Being no further business to come before this regular session of the Bellbrook City Council, Mayor Baird declared the meeting adjourned at 7:58 pm.

Robert L. Baird, Mayor

Pamela Timmons, Clerk of Council