

BELLBROOK CITY COUNCIL AGENDA
July 13, 2020



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

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

www.cityofbellbrook.org

REMOTE TELECONFERENCE MEETING**

Due to COVID-19, this meeting will be held via Zoom teleconferencing. Live streaming of the meeting is available on the City's government channel (via Spectrum/Ch 5) and YouTube channel (Bellbrook City Hall).

Should any member of the public wish to submit comments and/or questions for Council consideration may do so by emailing the Clerk of Council at p.timmons@cityofbellbrook.org by 3 p.m. on 7/13/2020. Any comments or questions received will be shared with the Mayor and Council.

** Note: The July 13, 2020 meeting of the Bellbrook City Council will be conducted as a remote meeting, pursuant to H.B. #197.

6:30 pm – Work Session to review bids for the N Belleview Drive culvert project
7:00 pm-Regular Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of the minutes of June 22, 2020
5. Mayor's Announcements
6. Public Hearing of Ordinances - none
7. Introduction of Ordinances
 - **Ordinance 2020-5 An Ordinance Amending Ordinance 2019-21 to Adjust the City of Bellbrook Appropriations for 2020.**
8. Resolutions
 - **Resolution 2020-O A Resolution Accepting the Bid Submitted by _____ for the North Belleview Drive Culvert Replacement Project and to Authorize the City Manager to Enter into a Contract in Connection Therewith.**
9. City Manager Report
10. Old Business
11. New Business
12. Committee Reports
 - A. Service
 - B. Safety
 - C. Finance/Audit
 - D. Community Affairs

13. Comments
14. **Executive Session** for the purpose of reviewing negotiations of two collective bargaining units

Future Items

- Regular Meeting Items:
 - Public Hearing of Ordinance 2020-3 Repealing Old Section 1060.05 Garbage Rates Low Volume
 - Public Hearing of Ordinance 2020-4 Repealing and Adopting Section 1224.01 Fees
 - Public Hearing of Ordinance 2020-5 Supplemental Appropriations Ordinance repealing old Comprehensive Plan references
 - Resolution for Transfer of Funds
 - Resolution repealing old Comprehensive Plan references
 - Ordinance adopting Comprehensive Plan
 - Ordinance to Update Zoning Code 18.20B
 - Ordinance to Amend Vacancy Registration Requirements
 - Ordinance to Amend Charter Section 8.02 Removal of Members of Boards and Commissions
- Work Session July 27, 2020
 - Council-Manager Overview
 - Sunshine Law Update
- Executive Session to discuss personnel matters

Estimate Belleview Drive

Estimated Cost:\$404,429.50

Contingency: 0.40%

Estimated Total: \$406,047.22

INFLATION (0.4%) = CONTINGENCY (0.4%)

Base Date: 06/25/20

Spec Year: 19

Unit System: E

Work Type: BRIDGE REPLACEMENT

Highway Type:

Urban/Rural Type: URBAN CLASS

Season: SUMMER

County: GREENE

Latitude of Midpoint: 393846

Longitude of Midpoint: 840541

District: 08

Federal/State Project Number:

Estimate Type: Final Estimate

Prepared by Brant Gressel

Checked by Matt Gardner



July 10, 2020

Melissa Dodd
City Manager
City of Bellbrook
15 East Franklin Street
Bellbrook, OH 45305

Re: City of Bellbrook – N. Belleview Drive Culvert Replacement Contractor Recommendation

Dear Ms. Dodd:

The City received bids for the above referenced project at 10:00 AM on Thursday, July 9, 2020. Six (6) bids were received at this time – Sturm Construction, Bellgray, Inc., Brumbaugh Construction, KT Supply, Eagle Bridge, and RB Jergens. Sturm Construction was the apparent low bidder at the time of the opening. A tabulation of the bids is attached for your records.

We have reviewed the bids for accuracy and did not find any errors in the submitted bids. Each of the bidders acknowledged the completion date of October 31, 2020 with only KT Supply, LTD offering an accelerated construction schedule of 70-day completion.

We have contacted Sturm Construction, have discussed their past performance with suppliers and references and have found that they have successfully completed similar projects in the region.

We anticipate that Sturm Construction will submit a Contech arch for consideration as an approved equal. We have discussed the project on a number of occasions with the Contech representative and believe that their product is very similar to the Pretek arch included in the project plans. If the Contech arch is not approved, the Pretek arch or other approved equal will be required.

LJB recommends award of the N. Belleview Drive Culvert Replacement project to Sturm Construction Inc. for the amount of three hundred sixteen thousand, forty-two dollars (\$316,042).

If you have any questions or need additional information, please feel free to contact me at (937) 259-5795 or DHoying@LJBinc.com.

Sincerely,

LJB Inc.

Daniel J. Hoying, P.E., P.S., PMP
Project Manager

N. Bellview Drive Culvert Replacement Bid Tabs

Engineer's Estimate										Bellgray, Inc.		Brumbaugh Construction		KT Supply, Ltd		Eagle Bridge		RB Jergens																							
No.	Item	Unit	Item Description	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total																							
1	202E20010	EACH	HEADWALL REMOVED	2	\$1,000.00	\$2,000.00	\$635.00	\$1,270.00	\$1,100.00	\$2,200.00	\$1,050.00	\$2,100.00	\$1,500.00	\$3,000.00	\$1,935.59	\$3,871.18																									
2	202E22010	SY	PAVEMENT REMOVED, ASPHALT	54	\$27.33	\$1,475.82	\$32.00	\$1,728.00	\$12.00	\$648.00	\$19.00	\$1,026.00	\$40.00	\$2,160.00	\$4.42	\$238.68																									
3	202E38000	FT	GUARDRAIL REMOVED	155	\$2.37	\$367.35	\$8.50	\$1,317.50	\$9.00	\$1,395.00	\$8.25	\$1,278.75	\$4.00	\$620.00	\$12.17	\$1,886.35																									
4	203E10000	CY	EXCAVATION	52	\$31.82	\$1,654.64	\$30.00	\$1,560.00	\$8.00	\$416.00	\$44.00	\$2,288.00	\$20.00	\$1,040.00	\$23.62	\$1,228.24																									
5	203E20000	CY	EMBANKMENT	592	\$14.79	\$8,755.68	\$22.00	\$13,024.00	\$8.00	\$4,736.00	\$20.00	\$11,840.00	\$20.00	\$11,840.00	\$11.17	\$6,612.64																									
6	204E10000	SY	SUBGRADE COMPACTION	202	\$3.67	\$741.34	\$5.00	\$1,010.00	\$1.00	\$202.00	\$5.00	\$1,010.00	\$5.00	\$1,010.00	\$4.08	\$824.16																									
7	204E45000	HOUR	PROOF ROLLING	1	\$156.74	\$156.74	\$150.00	\$150.00	\$650.60	\$650.60	\$193.00	\$193.00	\$100.00	\$100.00	\$231.23	\$231.23																									
8	601E32104	CY	ROCK CHANNEL PROTECTION, TYPE B WITH GEOTEXTILE FABRIC	140	\$78.94	\$11,051.60	\$120.00	\$16,800.00	\$75.00	\$10,500.00	\$96.00	\$13,440.00	\$75.00	\$10,500.00	\$115.98	\$16,237.20																									
9	659E00300	CY	TOPSOIL	74	\$72.25	\$5,346.50	\$55.00	\$4,070.00	\$68.00	\$5,032.00	\$50.00	\$3,700.00	\$50.00	\$3,700.00	\$54.43	\$4,027.82																									
10	659E10000	SY	SEEDING AND MULCHING	662	\$4.22	\$2,793.64	\$2.00	\$1,324.00	\$4.00	\$2,648.00	\$3.70	\$2,449.40	\$5.00	\$3,310.00	\$2.22	\$1,469.64																									
11	659E14000	SY	REPAIR SEEDING AND MULCHING	34	\$14.11	\$477.94	\$0.25	\$8.50	\$5.00	\$170.00	\$1.00	\$34.00	\$1.00	\$51.00	\$1.11	\$37.74																									
12	659E15000	SY	REPAIR SEEDING	34	\$11.16	\$379.44	\$0.25	\$8.50	\$5.00	\$170.00	\$1.00	\$34.00	\$1.00	\$51.00	\$1.11	\$37.74																									
13	659E20000	TON	COMMERCIAL FERTILIZER	0.1	\$856.54	\$85.65	\$300.00	\$300.00	\$600.00	\$600.00	\$550.00	\$550.00	\$1,250.00	\$1,250.00	\$554.80	\$55.48																									
14	659E31000	ACRE	LIME	0.14	\$211.29	\$29.58	\$200.00	\$28.00	\$100.00	\$14.00	\$56.00	\$400.00	\$400.00	\$110.96	\$15.53																										
15	659E35000	MGAL	WATER	4	\$1.66	\$6.64	\$75.00	\$300.00	\$5.00	\$20.00	\$1.00	\$4.00	\$10.00	\$40.00	\$11.10	\$44.40																									
16	832E15000	LS	STORM WATER POLLUTION PREVENTION PLAN	1	\$5,000.00	\$5,000.00	\$1,500.00	\$1,500.00	\$6,000.00	\$6,000.00	\$3,300.00	\$3,300.00	\$2,000.00	\$2,000.00	\$4,549.36	\$4,549.36																									
17	601E38001	FT	PAVED GUTTER, TYPE 1-4, AS PER PLAN	28	\$245.00	\$6,860.00	\$285.00	\$7,980.00	\$190.00	\$5,320.00	\$510.00	\$14,280.00	\$300.00	\$8,400.00	\$359.29	\$10,060.12																									
18	611E00100	FT	4" CONDUIT, TYPE B	25	\$22.14	\$553.50	\$15.00	\$375.00	\$2.00	\$50.00	\$10.00	\$250.00	\$5.00	\$125.00	\$26.79	\$669.75																									
19	611E00900	FT	6" CONDUIT, TYPE B	25	\$15.55	\$388.75	\$15.00	\$375.00	\$2.50	\$62.50	\$11.00	\$275.00	\$6.00	\$150.00	\$30.16	\$754.00																									
20	611E01100	FT	6" CONDUIT, TYPE C	25	\$19.10	\$477.50	\$12.00	\$300.00	\$2.50	\$62.50	\$11.00	\$275.00	\$6.00	\$150.00	\$31.18	\$779.50																									
21	611E01500	FT	6" CONDUIT, TYPE F	25	\$19.55	\$488.75	\$12.00	\$300.00	\$2.50	\$62.50	\$11.00	\$275.00	\$6.00	\$150.00	\$32.57	\$814.25																									
22	611E01800	FT	8" CONDUIT, TYPE B	25	\$39.49	\$987.25	\$15.00	\$375.00	\$3.50	\$87.50	\$20.00	\$500.00	\$7.00	\$175.00	\$28.62	\$715.50																									
23	611E98654	EACH	MANHOLE ADJUSTED TO GRADE	1	\$898.98	\$898.98	\$900.00	\$900.00	\$700.00	\$700.00	\$1,150.00	\$1,150.00	\$1,000.00	\$1,000.00	\$1,083.47	\$1,083.47																									
24	254E01000	SY	PAVEMENT PLANING, ASPHALT CONCRETE	11	\$144	\$1,584	\$350.00	\$3,850.00	\$90.00	\$990.00	\$25.00	\$275.00	\$40.00	\$440.00	\$388.36	\$4,271.96																									
25	301E46000	CY	ASPHALT CONCRETE BASE, PG64-22	36	\$257.35	\$9,264.60	\$285.00	\$10,260.00	\$263.00	\$9,468.00	\$285.00	\$10,260.00	\$300.00	\$10,800.00	\$277.40	\$9,986.40																									
26	304E20000	CY	AGGREGATE BASE	32	\$109.06	\$3,489.92	\$125.00	\$4,000.00	\$80.00	\$2,560.00	\$102.00	\$3,264.00	\$100.00	\$3,200.00	\$57.78	\$1,848.96																									
27	407E10000	GAL	TACK COAT	24	\$2.91	\$69.84	\$5.00	\$120.00	\$21.00	\$504.00	\$1.00	\$24.00	\$10.00	\$240.00	\$5.55	\$133.20																									
28	441E50000	CY	ASPHALT CONCRETE SURFACE COURSE, TYPE 1, (448), PG64-22	8	\$149.58	\$1,196.64	\$540.00	\$4,320.00	\$263.00	\$2,104.00	\$570.00	\$4,560.00	\$430.00	\$3,440.00	\$599.18	\$4,793.44																									
29	441E50900	CY	ASPHALT CONCRETE INTERMEDIATE COURSE, TYPE 2, (448)	9	\$141.75	\$1,275.75	\$530.00	\$4,770.00	\$263.00	\$2,367.00	\$436.00	\$3,924.00	\$490.00	\$4,410.00	\$588.09	\$5,292.81																									
30	644E00100	MILE	EDGE LINE, 4"	0.06	\$3,280.69	\$196.84	\$21,505.00	\$1,290.30	\$21,505.00	\$1,290.30	\$1,290.60	\$1,290.60	\$21,505.00	\$1,290.30	\$23,861.94	\$1,431.72																									
31	644E00300	MILE	CENTER LINE, (DOUBLE SOLID)	0.03	\$7,092.75	\$212.78	\$23,070.00	\$692.10	\$23,070.00	\$692.10	\$23,100.00	\$693.00	\$23,100.00	\$23,070.00	\$25,598.46	\$767.95																									
32	530E00400	EACH	SPECIAL - STRUCTURES (PRETEK ECO-SPAN CONCRETE ARCH SYSTEM 28' x 7')	1	\$300,000.00	\$300,000.00	\$264,500.00	\$264,500.00	\$304,000.00	\$304,000.00	\$250,000.00	\$250,000.00	\$329,000.00	\$329,000.00	\$322,270.76	\$322,270.76																									
33	623E10000	LS	CONSTRUCTION LAYOUT STAKES AND SURVEYING	1	\$5,000.00	\$5,000.00	\$3,896.10	\$3,896.10	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00	\$4,370.71	\$4,370.71																									
34	624E10000	LS	MOBILIZATION	1	\$33,500.00	\$33,500.00	\$10,000.00	\$10,000.00	\$11,000.00	\$11,000.00	\$61,850.00	\$61,850.00	\$10,000.00	\$10,000.00	\$22,145.79	\$22,145.79																									
						\$316,042.00							\$362,432.00							\$381,350.00							\$402,897.75							\$416,100.80							\$433,557.68

To: Mayor & City Council
From: Melissa Dodd, City Manager
Date: July 10, 2020
Subject: North Belleview Drive Culvert Replacement Funding

In the past several months, I have reached out to a variety of public funding agencies. The following is a summary of results in my funding research along with a recommendation for funding.

- Ohio Public Works Commission
 - Loans would be considered in Round 35 for which there is no activity for funding at this time
 - Emergency Funding - \$3.5 million will be allocated once the Governor signs the bill which has been awaiting signature since June 24 – he has until July 17 to sign. This is on a first come first served basis and we are fully prepared to submit a pre-application once the bill is signed.
- Ohio Emergency Management Agency – No grant opportunities and if there were, they would take one year to assemble by FEMA.
- Department of Public Safety – State Disaster Relief Program – We do not meet the thresholds to be qualify
- USDA – Ohio Rural Development – Only loans available but would take 4 months to be able to go out to bid. Reimbursement is not an option with their programs.
- Ohio Water Development Authority - They fund storm water, sewer and water projects and considered ours a road project which they cannot fund.
- Development Services Agency – Have not receive a call back yet – was referred to them on Friday the 10th.

In conclusion, applying for the emergency funding from OPWC is the best option and I plan to apply the minute it is available.

If we do not receive emergency funds, we have two options. Both options require appropriation of city funds to get the project started which is on the agenda tonight.

Option A is to continue to locate a loan.

Option B is to pay for the project out of reserves for the General Fund.

RECORD OF PROCEEDINGS

Minutes of Bellbrook City Council Regular Meeting

June 22, 2020

Due to the COVID-19 pandemic the June 22, 2020 City Council Meeting was conducted using Zoom's remote meeting platform.

PRESENT: Ernie Havens
Dr. David Van Veldhuizen
Forrest Greenwood
Elaine Middlestetter
Nick Edwards
Mayor Mike Schweller

ALSO PRESENT: City Manager Melissa Dodd and Matt Gardner LJB Engineer

Mayor Schweller called the meeting to order at 7:00 pm.

ROLL CALL

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

Mr. Edwards made a motion to excuse Mr. Hoke from the meeting. Mr. Havens seconded the motion. The Clerk called the roll. Mr. Edwards, yes; Mr. Havens, yes; Dr. Van Veldhuizen, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mayor Schweller, yes. The motion passed 6-0.

APPROVAL OF MINUTES

After polling the members of City Council about the regular meeting minutes of June 8, 2020 Mayor Schweller declared the minutes approved.

MAYOR'S ANNOUNCEMENTS

Mayor Schweller wished all Bellbrook fathers a belated happy Father's Day.

Mayor Schweller wanted to clarify that the City Council is not interested in selling or leasing any land. Specifically, the approximately 16 acres that was requested to be part of the Bellbrook Mountain project. This land is part of a highly susceptible wellfield protection area. The City cares deeply about the City's water source. The land has never been for sale. The City Manager reached out the requestor to make these facts clear. The correspondence that was sent is currently posted on the City's website. Several comments have been made that City Council rejects Bellbrook Mountain, but this is not the case at all. Council responded solely to the request by the applicant which was for the sale or lease of land. We did not, in any way, evaluate the merits or feasibility of the Bellbrook Mountain project. The applicant has been advised as to the next step in the process which would be to present a plan to the City Planning

RECORD OF PROCEEDINGS
Minutes of Bellbrook City Council Regular Meeting
June 22, 2020

Board. The Mayor hopes this clarifies the matter and invites anyone who has more questions to contact himself or the City Manager.

ORDINANCES – none

RESOLUTIONS

Mr. Edwards introduced **Resolution 2020-M A Resolution by Bellbrook City Council to Request the City of Bellbrook’s Share of Funds from the County Coronavirus Relief Distribution Fund and Affirming that Upon Receipt of Such Funds, All Expenditures Therefrom Will be in Compliance with Section 5001 of the Cares Act and Any Other Applicable Laws and Regulations.**

Mrs. Dodd explained that this step is required for the City of Bellbrook to be able to receive their share of funds. After passage, this resolution will be submitted to Greene County and the state of Ohio. The Greene County auditor sent information outlining how the amount each municipality would receive was determined and how it would be distributed. They determined that everyone would receive the equivalent of the amount of local government fund allocation from 2019. The Bellbrook should receive approximately \$80,000. Guidance on how to utilize the money is included in the agenda packet. Unfortunately, revenue replacement is not an allowable use. Staff is looking into the best ways to use this money. Technology and telecommunications are areas that has been identified. We are looking into possible grants for local businesses closed by the pandemic. That is a little more difficult because the county is also going to give out grants and we need to ensure that we don’t duplicate efforts. There is still a lot of research to be done.

Mr. Edwards made a motion to adopt **Resolution 2020-M A Resolution by Bellbrook City Council to Request the City of Bellbrook’s Share of Funds from the County Coronavirus Relief Distribution Fund and Affirming that Upon Receipt of Such Funds, All Expenditures Therefrom Will be in Compliance with Section 5001 of the Cares Act and Any Other Applicable Laws and Regulations.** Dr. Van Veldhuizen seconded the motion. The Clerk called the roll. Mr. Edwards, yes; Dr. Van Veldhuizen, yes; Mr. Havens, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mayor Schweller, yes. The motion passed 6-0.

Mrs. Middlestetter read **Resolution 2020-N – A Resolution Establishing a New Special Revenue Fund Titled “Local Coronavirus Relief Fund”.**

Mrs. Dodd explained that this fund is where the CARES Act money would be administered.

Mrs. Middlestetter made a motion to adopt **Resolution 2020-N – A Resolution Establishing a New Special Revenue Fund Titled “Local Coronavirus Relief Fund”.** Mr. Greenwood seconded the motion. The Clerk called the roll. Mrs. Middlestetter, yes; Mr. Greenwood, yes; Mr. Havens, yes; Dr. Van Veldhuizen, yes; Mr. Edwards, yes; Mayor Schweller, yes. The motion passed 6-0.

RECORD OF PROCEEDINGS

Minutes of Bellbrook City Council Regular Meeting

June 22, 2020

CITY MANAGER UPDATE

The City Manager announced that Bellbrook Sugarcreek Parks District will be appointing a new commissioner by September 30, 2020. Any Bellbrook citizen is encouraged to apply. All of the information and the application are available on the Parks District webpage.

The city received word from the Greene County Court that they dismissed the appeal from the property owner of 7 W Franklin Street. The owner, Greg Dart was appealing the decision of the Property Review Commission made on November 19, 2019. Even with the dismissal of the appeal, the city had to spend \$12,000 to have our attorney respond to the court.

The Fraternal Order of Police (FOP) negotiations are taking place this week. The Sergeants and the officers have two different representatives so there will be two different contracts this year. The current contract expires July 31, 2020. An extension was considered due to COVID-19. Council will be notified of the progress.

Bellbrook and Xenia were contacted by the Greene County Water Department to discuss water system upgrades, softening, and expansion. We have no need for these to purchase these services from another provider at this time.

Mr. Greenwood asked the City Manager about any additional development in the city that could affect our water department needs. Mrs. Dodd answered that there is still development in The Landings, Redwood Living, and a few sites still in Highview Terrace. Other than those she did not know of any.

The second Farmer's Market of the season is scheduled for Saturday June 27 from 10 AM until 1 PM. The booths will be spaced every-other parking space to allow for social distancing. There are several new vendors joining. The Farmers Market takes place the second and fourth Saturdays of the month.

Mrs. Dodd reported that the June receipts from the gas tax showing the first significant dip in usage that we have seen. January through May average was \$34,000 while June was \$24,000 which is about 27% lower. But to compare, the five-month average from 2019 was \$21,000 per month.

Mrs. Middlestetter shared a question from a resident who asked how the gas tax amount is calculated. Mrs. Dodd answered that it comes from gasoline sales and will look into how our share is computed. The city also receives money from motor vehicle registrations. The city will probably see a dip in these funds also due to temporary closure of the BMV. But this will be made up when people are able to renew their registrations.

RECORD OF PROCEEDINGS
Minutes of Bellbrook City Council Regular Meeting
June 22, 2020

OLD BUSINESS

- LJB Presentation – Matt Gardner, Civil Engineer with LJB.

The City Manager explained that the project will be put out for bid. Then Council will have a work session to go over the bids and choose a contractor by resolution.

Mr. Gardner began with an explanation of the cause of the collapse of the N Belleview Drive and culvert. On March 20, 2020 approximately two and a half inches of rain fell in a very short amount of time which resulted in between a 100-year and 500-year flood event. LJB was contracted to design the replacement.

He explained that Possum Run is a FEMA regulated stream which means that a hydraulic study is required. A culvert cannot cause water up or downstream to rise (defined by a two-year rain event as the list). The stream was analyzed at different points from Cloy Road to Little Sugarcreek Road.

It is recommended to build a concrete arch with a six-foot rise with a wider span of 28 feet. This will eliminate the potential for clogging like the two pipes allowed. And the pipe will be concrete instead of corrugated pipes before. The life cycle on a concrete culvert should be 100 years long. The plan is to create a full-height headwall on both sides. This will flatten the grade out from the road so that no guard rail will be needed. There will be enough space to add a sidewalk in the future.

Geotechnical borings showed that the bedrock is high in this area which saves money. Greene County Sanitary has a sanitary line underneath N Belleview Drive and the creek so they worked together to ensure no damage would be done by the new culvert. The new culvert will be a three-sided structure placed on top of the concrete foundation.

Mr. Gardner added that there is approximately 75 feet of roadway to repair. It was noted that the ends of the culvert extend slightly past the right of way. The work can be completed with work agreements or the city might consider including these so that there would never be the chance of problems in the future.

The headwall is a foot higher to keep a mower from slipping. Distance of 17 to 25 feet from the street to the headwall. The plan maintains the existing curve of the road. There are also utilities running through the culvert.

The cost estimate is for \$420,000 for the entire construction and materials. The timeframe most likely will have the construction completed late September which is just slightly into the school year.

Mayor Schweller asked about the cost and referred to an earlier meeting that mentioned \$300,000. Mr. Gardner explained that the \$300,000 is just for the cost of the actual culvert. The remainder is the cost of labor and other construction to complete the project.

Mr. Greenwood asked if future development could affect the water volume. Mr. Gardner explained that standard building procedures require developers to mitigate effects to runoff.

RECORD OF PROCEEDINGS

Minutes of Bellbrook City Council Regular Meeting

June 22, 2020

Mr. Greenwood asked about regular inspections saying that he saw large rust holes in the pipes. Mr. Gardner said that standard maintenance should require inspection every couple of years. The previous bridge was built in 1988. Reports said it was in decent shape. A combination of clogging debris and embankment saturation were most like reasons for the collapse.

Mr. Havens stated that the bridges up and downstream are concrete with I-beams and asked why this structure was presented instead? Mr. Gardner explained that the one on Clyo has a much larger span and needed the extra support. Concrete is less expensive

Mr. Havens made a motion to put the **N Belleview Culvert project out to bid**. Mr. Greenwood seconded the motion. The Clerk called the roll. Mr. Havens, yes; Mr. Greenwood, yes; Dr. Van Veldhuizen, yes; Mrs. Middlestetter, yes; Mr. Edwards, yes; Mayor Schweller, yes. The motion passed 6-0.

NEW BUSINESS

- Tax Budget and 2021 Reporting

The City Manager presented the current tax budget estimate. Due to COVID-19 the state waived the usual requirement for reporting. The city was only required to complete a shortened report. Bellbrook is mostly on track.

Mrs. Dodd also explained the 2021 financial summary that was included in the packet. The first five months look like things are mostly on track.

COMMITTEE REPORTS

Service – Mr. Greenwood reported that the Service Department has been busy with mowing and trimming around the city. He explained that the Miami Conservancy sent out information on PFAS. There is a new method of testing for contaminants. It is being discovered that PFAS from many common products are being found in aquifers and treated drinking water. The Bellbrook water system is very proactive in our water safety.

Safety – Mr. Greenwood reported that the Police activity has increased some due to people getting out more. The Fire Department never slowed down.

Finance – none

Community Affairs – none

COMMENTS

Mr. Greenwood commented that he was glad that the Black Lives Matter protest on Saturday was peaceful. The Police distributed water. He wanted to say that he and Council have received comments

RECORD OF PROCEEDINGS
Minutes of Bellbrook City Council Regular Meeting
June 22, 2020

from residents Meredith Brinegar, LaKisha Taylor and Don Walsh. He and Council will be responding to them.

Mr. Havens thanked Mr. Gardner for the presentation. He encourages people to follow safety precautions as the start leaving their homes more.

Mrs. Middlestetter shared that there will be a fundraiser on Friday at BellHOP Café.

Dr. Van Veldhuizen shared that he has had a couple of residents ask him why the City and the Township have their own Fire and Police Departments.

Mr. Edwards expressed his relief that work to repair N Belleview Drive will be done soon. He took a ride with a Police officer and saw that having to go around the closed road adds about eight minutes to the response time.

ADJOURN

Being no further business to come before the Bellbrook City Council, Mayor Schweller declared the regular meeting adjourned at 8:26 PM.

Michael W. Schweller, Mayor

Pamela Timmons, Clerk of Council

RECORD OF ORDINANCES

Ordinance No. 2020-5

July 27, 2020

City of Bellbrook

Ordinance No. 2020-5

An Ordinance Amending Ordinance 2019-21 to Adjust the City of Bellbrook Appropriations for 2020.

WHEREAS, the City of Bellbrook adopted the 2020 annual budget based on the best information available at the time; and

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

Now, Therefore, the City of Bellbrook Hereby Ordains:

Section 1. That the 2020 appropriation levels in several of the funds listed below be amended as follows:

Fund	2020 Appropriations	Personnel Services Revisions	Other Expenses Revisions	Transfer Revisions	Total Revisions	Amended 2020 Appropriations
General Fund:						
-Legislative	\$ 66,801	\$ 15,400	\$ -		\$ 15,400	\$ 82,201
-Administrative	\$ 763,519	\$ 1,500	\$ 18,000	\$ 347,600	\$ 367,100	\$ 1,130,619
-Library	\$ 2,000	\$ -	\$ -		\$ -	\$ 2,000
-Museum	\$ 18,821	\$ -	\$ -		\$ -	\$ 18,821
-Community Env	\$ 67,437	\$ (6,500)	\$ -		\$ (6,500)	\$ 60,937
Total General Fund	\$ 918,578	\$ 10,400	\$ 18,000	\$347,600	\$ 376,000	\$ 1,294,578
Police Fund	\$ 1,767,037	\$ -	\$ (400)		\$ (400)	\$ 1,766,637
Police Pension Fund	\$ 55,340	\$ -	\$ -		\$ -	\$ 55,340
Fire Fund	\$ 1,385,156	\$ (8,000)	\$ -		\$ (8,000)	\$ 1,377,156
Street Fund	\$ 452,493	\$ (3,500)	\$ -		\$ (3,500)	\$ 448,993
State Highway Fund	\$ 35,000	\$ -	\$ -		\$ -	\$ 35,000
Motor Vehicle Fund	\$ 73,100	\$ -	\$ -		\$ -	\$ 73,100
Waste Fund	\$ 486,444	\$ -	\$ -		\$ -	\$ 486,444
Water Fund	\$ 1,491,927	\$(21,000)	\$ (4,119)		\$ (25,119)	\$ 1,466,808
Capital Imp. Fund	\$ 468,675	\$ -	\$ 427,255		\$ 427,255	\$ 895,930
Coronavirus Relief Fund	\$ -	\$ -	\$ 120,616		\$ 120,616	\$ 120,616
Fuel System Fund	\$ 1,200	\$ -	\$ -		\$ -	\$ 1,200
Performance Bond Fund	\$ 12,000	\$ -	\$ 2,000		\$ 2,000	\$ 14,000
Grand Total - All Funds	\$ 7,146,950	\$(22,100)	\$ 563,352	\$347,600	\$ 888,852	\$ 8,035,802

RECORD OF ORDINANCES

Ordinance No. 2020-5

July 27, 2020

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

PASSED this ____ day of _____, 2020

Michael W. Schweller, Mayor

Pamela Timmons, Clerk of Council

APPROVED AS TO FORM:
Stephen M. McHugh, Municipal Attorney

SUPPLEMENTAL APPROPRIATION WORKSHEET

SUPPLEMENT TO ORDINANCE 2020-5

GENERAL FUND	AMOUNT	PROJECT
DEPARTMENT		
LEGISLATIVE	\$ 15,400	PT Admin wages and OPERS
ADMINISTRATION	\$ 19,500	Mostly legal fees and increase in telephone service
MUSEUM	\$ (6,500)	Savings in benefits
TRANSFERS	\$ 347,600	Out to Cap Imp to cover cost of N. Bellevue construction
TOTAL GENERAL FUND	\$ 376,000	

SPECIAL REVENUE FUNDS		
CORONAVIRUS RELIEF	\$ 120,616	CARES Act funds received
STREET FUND	\$ (3,500)	Decrease in benefits
POLICE	\$ (400)	Various adjustments which resulted in overall decrease
FIRE	\$ (8,000)	Decrease in workers comp (credit received)
CAPITAL IMPROVEMENTS	\$ 29,655	Additional funds to cover 2019 purchase that didn't roll over
CAPITAL IMPROVEMENTS	\$ 397,600	To cover cost of N. Bellevue engineering construction
TOTAL SPECIAL REVENUE FUNDS	\$ 535,971	

ENTERPRISE FUNDS		
WATER	\$ (25,119)	Decrease in benefits budgeted (one employee short)
TOTAL ENTERPRISE FUNDS	\$ (25,119)	

AGENCY FUNDS		
PERFORMANCE BOND FUND	\$ 2,000	Increase in bonds to be reimbursed
	\$ 2,000	

Total Supplemental Appropriations	\$ 888,852	
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RECORD OF RESOLUTIONS

Resolution No. 2020-O

July 13, 2020

City of Bellbrook

Resolution No. 2020-O

A Resolution Accepting the Bid Submitted by _____ for the North Belleview Road Culvert Replacement Project and to Authorize the City Manager to Enter into a Contract in Connection Therewith.

WHEREAS, the City of Bellbrook advertised for bidders for the North Belleview Road Culvert Replacement Project according to specifications prepared by the City's engineer, and

WHEREAS, _____ was the lowest and best bidder for the project.

Now, Therefore, the City of Bellbrook Hereby Resolves:

Section 1. That the bid submitted by _____ for the North Belleview Road Culvert Replacement Project with a bid price of \$_____ is hereby accepted.

Section 2. That the City Manager is hereby authorized to do all things necessary to execute a contract with _____ as stated above.

Section 3. That the City Manager is hereby authorized to also expend funds for the full contract amount along with a ten percent (10%) contingency amount above the bid, not to exceed \$_____.

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

Michael W. Schweller, Mayor

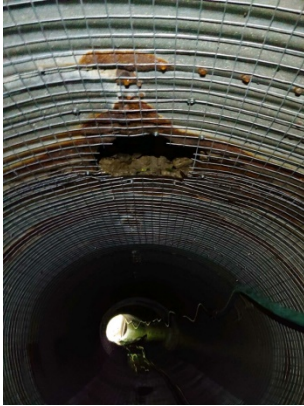
Pamela Timmons, Clerk of Council

To: Mayor & City Council
From: Melissa Dodd, City Manager
Date: July 10, 2020
Subject: July 13th City Council Meeting

- **Work Session** – Bid Review and contractor selection for the North Belleview Culvert Project
- **Ordinances**
 - **2020-5 Ordinance Amending 2020 Appropriations** This is adjusting various line amounts but primarily amended to reflect the CARES Act money we received so that it can be expended. There is an attachment to the ordinance outlining the items being adjusted.
- **Resolutions**
 - **2020-O Resolution Awarding a Bid to XXXX for the North Belleview Road Culvert Project** This resolution does not include the name of the contractor or the bid amount as that discussion will be held in the work session. The resolution will be updated after the work session and prior to the regular meeting.
- **Old Business**
- **New Business**
- **Updates**
 - On June 30 we received our CARES Act distribution from Greene County in the amount of **\$120,616.28**. I would like to consider grant options for the Family Resource Center if Council is supportive.
 - The **Be Well Bellbrook event has been canceled** for 2020. It was to be held the Saturday before the Lions Club festival was set for. The Brook Mills 10k race will also not be happening in person but will still occur virtually. Both events will return next year.
 - Each year our **insurance pool, MVRMA**, gives awards for claims less than \$100 per employee and zero loss awards for departments. Bellbrook has been on a streak of being **the overall winner again in 2019** for the lowest claims per employee which were **\$16.97 loss per employee**. Fire, water and streets departments each received zero loss awards.
 - We are still seeking interested residents who would like to serve as a **Parks Commissioner**. Interested parties must reside inside the City limits. The application and information is on the Parks District website and also linked from our homepage.
 - Three **city e-newsletters** have been sent so far. People continue to sign up and are viewing the emails. Folks interested in receiving it can sign up on our homepage.

- The **Beechwood Drive culvert relining** occurred recently. I am attaching a few before and after pictures to see the difference the relining makes.

Before:



After:



- **Executive Session – For the purpose of reviewing negotiations of two collective bargaining units.**

