

**RECORD OF PROCEEDINGS**  
Minutes of Bellbrook City Council Meeting  
January 27, 2020

**PRESENT:** Tim Taylor  
Ernie Havens  
Dave Van Veldhuizen  
Forrest Greenwood  
Nick Edwards  
Elaine Middlestetter  
Mayor Mike Schweller

**ALSO PRESENT:** City Manager Melissa Dodd and Planning and Zoning Administrator Jessica Hansen

Mayor Schweller called the meeting to order at 5:30 pm.

Mr. Edwards made a motion to enter into Executive Session to discuss the possible sale/lease of real property. Dr. Van Veldhuizen seconded the motion.

At 7:00 PM Mayor Schweller called the regular session of the City Council to order.

**ROLL CALL**

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

**FORMAL APPROVAL OF MINUTES**

After polling members of City Council, as there were no other corrections or additions to the regular meeting minutes of January 13, 2020 Mayor Schweller declared the minutes approved as written.

**MAYOR'S ANNOUNCEMENTS/SPECIAL GUEST**

- Mayor Schweller announced the passing of Township Trustee Mike Pittman who was a dedicated trustee for 14 years. He expressed his condolences to Mr. Pittman's family and friends. The rest of council echoed the thoughts.
- Oath of Office of Museum Board of Trustees Janis Stratis, David Casler, and Pete Wixted. Mayor Schweller swore in returning trustee Janice Stratis and new trustees David Casler and Peter Wixted.

**PUBLIC HEARING OF ORDINANCES** - none

**INTRODUCTION OF ORDINANCES** - none

**RESOLUTIONS**

Dr. Van Veldhuizen read **Resolution 2020-C A Resolution Authorizing the City Manager to Enter into a Contract with Software Solutions for the Acquisition of Finance and Utility Software for the City of Bellbrook and Waiving Competitive Bidding.**

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City Manager Melissa Dodd explained that the new software is widely recognized and used locally. There are more safeguards and better customer service. The company is based in Dayton, Ohio.

Mayor Schweller added that the auditors prefer it.

Mr. Edwards asked if there would be any anticipated issues with the transition including work tickets, possible double billing, or fee to terminate Springbrook. Mrs. Dodd stated that most of that has been anticipated and planned. She does expect there will be some fees for extracting the data.

Mr. Greenwood asked if there would be a savings in employee time. Mrs. Dodd recounted that it would definitely be a savings considering that when a City employee puts in a help ticket it can take up to a week to get a resolution.

Dr. Van Veldhuizen made a motion to adopt **Resolution 2020-C A Resolution Authorizing Melissa J. Dodd, City Manager/Finance Director**. Mrs. Middlestetter seconded the motion. The Clerk called the roll. Dr. Van Veldhuizen, yes; Mrs. Middlestetter, yes; Mr. Taylor, yes; Mr. Havens, yes; Mr. Greenwood, yes; Mr. Edwards, yes; Mayor Schweller, yes. The motion passed 7-0.

**CITY MANAGER REPORT**

Mrs. Dodd reported that the fourth quarter financial report will be presented at the February 10 Council meeting.

The City Manager, Service Director and the EPA met to discuss the city's wellfield Protection plan. The current plan is from 1992. City Council should be represented on the committee being created of staff to work on this plan. There is a template and the EPA will assess any changes to the area or any threats.

Mrs. Dodd shared that there is a group who is interest in filming a submission to the HGTV Hometown Takeover Contest. Hometown takeover will be a five episode show that will do work to rejuvenate a town of less than 40,000 people. The organizers are from Bellbrook by Design and For Bellbrook By Bellbrook. The videographer Corey Weaver would like to film a drone shot over a group of residents at the four corners intersection of Franklin and Main Streets. The intersection will need to be closed for about 30 minutes from 9:45 to 10:15 am. A Special Event Permit is being submitted by the organizers. City Council is very supportive of the idea.

**COMMITTEE REPORTS**

**Service:** none

**Safety:** Mr. Taylor reported some safety tips for the community:

- The Fire Department wants to remind everyone that house numbers need to be visible so that first responders can get to you quickly. They even sell reflective numbers.
- The Police Department warns residents to NEVER let a stranger into your house. Keep the door locked while talking to anyone who comes to your door.

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- The Service Department requests that all vehicles be kept off the streets so that in the event of snow or ice the plows and salt trucks can do their jobs.

**Finance/Audit:** none

**Community Affairs:** Mrs. Middlestetter reported that there are two board positions opening: one on the Village Review Board and one the Board of Zoning Appeals and Property Review Commission. The postings are open until February 14.

### **OLD BUSINESS**

- Little Sugarcreek Road

Mrs. Dodd reported that a meeting was held with Channel Maintenance Systems. This company was recommended to us by Barry Tiffany Sugarcreek Township Administrator and Luke Trubee Greene County Engineer. The founders worked with Ohio Department of Natural Resources (ODNR) Scenic Rivers program. They utilize a method of anchoring and tethering trees and natural materials to stop erosion and correct rivers. They walked the Little Sugarcreek and found two log jams that need to be cleared out. They sent a proposal to the City. For \$175,000 to start working on the area along Little Sugarcreek Road where there is slippage. The ongoing cost over five years to stop the erosion, repair, and maintain the stretch of the creek would be \$500,000. This could eliminate the need for the \$6 million-dollar concrete retention wall that LJB is proposing.

Mr. Edwards asked if the road problem was coming from water coming from above the road. Council remembered that LJB said there were problems from water on both sides but only studied the base of the road on the east side of the road.

Council requested that someone from Channel Maintenance Systems present information at a future meeting and address the report from LJB.

Mr. Greenwood asked if the Army Corp of Engineers could provide a third opinion.

Concerns include the difference in cost of the retaining wall which only fixes a small portion of the road. How has recent water levels and erosion changed the course of the creek and how will more development upstream effect it. What are some of the company's successes and failures? Is there any kind of guarantee for their work? Staff will begin looking into these questions.

**NEW BUSINESS** - none

### **OPEN DISCUSSION**

Mr. Taylor presented a summary of the January 16 Planning Board meeting. He reported that the board elected Mitchell Thompson as the Chairman and Denny Bennett as the Vice Chair. The board prioritized zoning codes to be reviewed and possibly amended including fees, subdivision regulations, repeat offenders, and sign codes. Updating Article 14 was discussed including the presence and scope of the Village Review Board. The board also agreed to meet monthly on the third Thursday of every month. He requested that the board delegates receive all pertinent information for each meeting.

Mr. Taylor expressed agreeing with City videographer Louie Schatzberg's idea that the board chairs could present updates to Council on a quarterly or semiannual basis.

Mr. Havens expressed his opinion that the Planning Board review Article 14 of the Zoning Code which also includes the Village Review Board. He opined that the Village Review Board is stifling progress and

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revitalization. The Mayor added that Article 14 and the VRB were adopted in 1996 and it seems that it might need to be revised and the rest of Council agreed.

Dr. Van Veldhuizen also liked the idea of the boards coming to speak to Council.

Mr. Greenwood said that the intent of the Village Review Board is to preserve buildings as they were. The code should be reviewed. There are conflicts between Article 14 and Article 10 as one example. He would also like for downtown businesses to have input.

All of Council welcomed the Museum Trustees and sent get well wishes to Service Director Ryan Pasley.

Louie Schatzberg, 4082 Ridgetop Drive thanked Mr. Taylor for suggesting the Boards make presentations to Council with another benefit being that the public would get to see what the boards do.

Janis Stratis, 2226 Shadowood Circle wanted to express her excitement about the HGTV contest and what a great opportunity it could be for Bellbrook to get a facelift.

**ADJOURN**

Being no further business to come before the Bellbrook City Council, Mayor Schweller declared the regular meeting adjourned at 7:56 PM.

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Michael W. Schweller, Mayor

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Pamela Timmons, Clerk of Council