

RECORD OF PROCEEDINGS

Minutes of Bellbrook City Council Executive Session and Regular Meeting
June 8, 2020

Due to the COVID-19 pandemic the June 8, 2020 City Council Meeting was conducted using Zoom's remote meeting platform.

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

ALSO PRESENT: City Manager Melissa Dodd and Service Director Ryan Pasley

Mayor Schweller called the meeting to order at 6:00 pm.

ROLL CALL

Mr. Hoke, yes; 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 enter into Executive Session to discuss the sale or lease of land. Dr. Van Veldhuizen seconded the motion. The Clerk called the roll. Mr. Edwards, yes; Dr. Van Veldhuizen, yes; Mr. Hoke, yes; Mr. Havens, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mayor Schweller, yes. The motion passed 7-0.

APPROVAL OF MINUTES

After polling the members of City Council about the regular meeting minutes of May 20, 2020 Mayor Schweller declared the minutes approved.

RESOLUTIONS

Dr. Van Veldhuizen introduced Resolution 2020-J A Resolution Designating Pamela Timmons as Bellbrook City Council's Designee to Receive Public Records Training on Behalf of Each of the Elected Officials Pursuant to and in Accordance with Ohio Revised Code Section 109.43(B) and 149.43(E) (1)

Dr. Van Veldhuizen made a motion to adopt Resolution 2020-J A Resolution Designating Pamela Timmons as Bellbrook City Council's Designee to Receive Public Records Training on Behalf of Each of the Elected Officials Pursuant to and in Accordance with Ohio Revised Code Section 109.43(B) and 149.43(E) (1). Mrs. Middlestetter seconded the motion. The Clerk called the roll. Dr. Van Veldhuizen, yes; Mrs. Middlestetter, yes; Mr. Hoke, yes; Mr. Havens, yes; Mr. Greenwood, yes; Mr. Edwards, yes; Mayor Schweller, yes. The motion passed 7-0.

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Mr. Havens read Resolution 2020-K A Resolution Authorizing the City Manager to Enter into an Agreement with the Bellbrook-Sugarcreek Local School District for School Security.

Mrs. Dodd explained that this is an agreement that is renewed before each school year. The officers and students all enjoy it. The amount the school pays remained the same.

Mr. Greenwood asked about how the schools closing for the end of the year due to COVID-19 affected what the City was paid. Mrs. Dodd will contact the Superintendent since the city had already been paid for the year.

Mr. Havens made a motion to adopt Resolution 2020-K A Resolution Authorizing the City Manager to Enter into an Agreement with the Bellbrook-Sugarcreek Local School District for School Security. Mr. Hoke seconded the motion. The Clerk called the roll. Mr. Havens, yes; Mr. Hoke, yes; Dr. Van Veldhuizen, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mr. Edwards, yes; Mayor Schweller, yes. The motion passed 7-0.

Mr. Hoke read Resolution 2020-L A Resolution Authorizing the City Manager to Enter into an Agreement with the Bellbrook-Sugarcreek Local School District for Security at Home Football Games. This is also an annual agreement. The amount the school pays remains the same at \$125.00 per officer per game.

Mayor Schweller asked if the Township was paid the same for both of these security items. Mrs. Dodd said she would find that information.

Mr. Hoke made a motion to adopt Resolution 2020-L A Resolution Authorizing the City Manager to Enter into an Agreement with the Bellbrook-Sugarcreek Local School District for Security at Home Football Games. Mr. Edwards seconded the motion. The Clerk called the roll. Mr. Hoke, yes; Mr. Edwards, yes; Mr. Havens, yes; Dr. Van Veldhuizen, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mayor Schweller, yes. The motion passed 7-0.

CITY MANAGER UPDATE

The City Manager was pleased to announce that the City buildings are open to the public again. The Historical Museum will open to the public again on June 10 per state guidelines.

The City received a letter from the magistrate to inform us that the appointment of a new Commissioner to the Bellbrook Sugarcreek Parks District has been delayed due to COVID-19 closures.

The Planning Board is working on updates to Zoning Code Section 18.20(B) Permitted Signs (Village District) and Article 14. When the board is satisfied with the wording, they will vote to send them to Council for review and adoption.

The City has added an electronic newsletter to its communication to Bellbrook residents. The e-newsletter is in addition to the website, FaceBook page, and Quarterly newsletter.

The first Farmer's Market of the season is scheduled for Saturday June 13 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.

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NEW BUSINESS

Mrs. Timmons asked the Council their opinion on when to return to in-person public meetings. The Council Chamber has been set up with 6-foot spacing between every chair. The Zoom platform has worked well but hearings require public comment, so these items have been delayed.

After discussion of the urgency of any public hearings, the decision was reached to use Zoom for the second meeting in June and evaluate the possibility of returning to in person meetings in July.

COMMITTEE REPORTS

Service – Mr. Greenwood reported that the Service Department is fully back to work. Mr. Greenwood asked about a report from LJB concerning the rebuilding of the N Belleview bridge. He asked if the report will contain information on future large rain events and the Department of Transportation inspection process. Mrs. Dodd said LJB will present their report on June 22.

Mrs. Middlestetter asked if they considered the issues caused by the Cornerstone development and dumping by residents.

Dr. Van Veldhuizen answered that the report should include the causes of the collapse and other items to be considered.

Members discussed the importance of looking at the changes that have occurred and water flow up and downstream.

Mr. Havens added that he is the representative to Greene County Regional Planning. At the last meeting it was announced that the zoning is being changed to Office space at the corner of Feedwire and Clio Roads. He voiced Bellbrook's concern about scrutinizing the effect on water flow.

Mrs. Middlestetter added that any removal of permeable land it will affect the land around it. Mrs. Dodd explained that she specifically requested that LJB review water effects through the next downstream culvert in creating their solution for the North Belleview culvert.

Safety – Mr. Hoke reported that he spoke with the Fire and Police Chiefs. The Police have been utilizing on-line training including a recent training on human trafficking. The police are also going to be using Xenia's shooting range for training. They also have on part-time officer going through training. Mr. Hoke added that he spoke with someone from another city who recommends research into community-oriented policing.

Finance – Mr. Edwards explained that the auditors were in the administrative office last week. A report from them should be received in a couple of weeks.

He added that staff was looking at fees charged for credit card payments for utilities. When the new financial software is in place the effect will be smaller than it currently is. The committee concluded that they did not want to charge fees for residents who use credit cards for their utility payments. The two reasons are convenience for residents and no paper checks to handle for staff.

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Community Affairs – Mrs. Middlestetter reported that the Bellbrook Garden Club planted around downtown. She thanked Tom’s Mulch for donating the mulch for the project. She also thanked the Service Department for watering and caring for the plants after planting.

COMMENTS

Mr. Greenwood pointed out the Bellbrook website includes Police Chief Doherty’s open letter to the public.

Mr. Hoke thanked the Service Department for clearing vegetation along Little Sugarcreek Road. He asked about the old trail along the creek and any resources for clearing that path to make it more useable. Mrs. Middlestetter answered that the land is still owned by the developer. That land will be deeded to the city when the development is completed.

Mr. Hoke also spoke to some residents who ask what is being done to downtown. He asked if the city could present a review of work done per the Comprehensive Plan. Mayor Schweller answered that the Plan is on the webpage. The city does not have a lot of money to take on too many projects. Updating the municipal codes is happening as seen by the discussion on the vacant property registry. Mrs. Dodd explained that a GANTT chart was created from the Comprehensive Plan and is updated regularly. Staff will provide the chart to Council. The majority of the work so far has to do with policies and procedures in the Zoning Code. That will give us the base to build from. The code needs a lot of work. The GANTT chart will be sent to Council.

Mr. Havens asked if the creation of a Community Improvement Corporation (CIC) is part of the plan. Mrs. Dodd said it was not specifically part of the plan.

Mr. Havens reported that Greene County Regional Planning has put online the Greene County Master Trails Plan. This map is open for anyone to go in and add trails that are not currently listed on the map. You can also make comments. The public is encouraged to participate.

Mr. Havens announced that unfortunately the Saturday Street Fairs have been canceled for the year. The Lion’s Club Festival has also been canceled. The Lions are looking into some sort of entertainment on that weekend. Also, Sugar Maple Festival organizers are talking with Bellbrook By Design to try to possibly do something in the coming months. Residents should not give up hope.

Dr. Van Veldhuizen thanked the City Manager for letting Council know about the vigil that took place downtown last Friday. He thanked everyone for a peaceful protest. Mrs. Dodd agreed saying that she, several Council members, and City staff were in attendance. They counted approximately 300 people.

Mr. Edwards asked about any plans to sanitize the local parks that will be reopening on Wednesday. Mrs. Dodd explained that the parks are maintained by the Bellbrook Sugarcreek Parks District.

ADJOURN

Being no further business to come before the Bellbrook City Council, Mayor Schweller declared the regular meeting adjourned at 8:09 PM.

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Michael W. Schweller, Mayor

Pamela Timmons, Clerk of Council