

# RECORD OF PROCEEDINGS

Minutes of Bellbrook City Council Executive Session and Regular Meeting

August 24, 2020

Due to the COVID-19 pandemic the August 24, 2020 City Council Meeting was conducted using Zoom's remote webinar platform.

**PRESENT:** T.J. Hoke  
Ernie Havens  
Forrest Greenwood  
Elaine Middlestetter  
Nick Edwards  
Mayor Mike Schweller

**ALSO PRESENT:** City Manager Melissa Dodd

## **REGULAR MEETING**

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

## **ROLL CALL**

Mr. Hoke, yes; Mr. Havens, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mr. Edwards, yes; Mayor Schweller, yes.

Mr. Edwards made a motion to excuse Dr. Van Veldhuizen from tonight's council meeting. Mr. Greenwood seconded the motion. The Clerk called the roll. Mr. Edwards, yes; Mr. Greenwood, yes; Mr. Hoke, yes; Mr. Havens, 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 August 10, 2020 Mayor Schweller declared the minutes approved.

**MAYOR'S ANNOUNCEMENTS** - none

**PUBLIC HEARING OF ORDINANCES** – none

**INTRODUCTION OF ORDINANCES** - none

**RESOLUTIONS**

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Mr. Edwards read **Resolution 2020-S - A Resolution Authorizing an Additional Transfer of Funds for 2020.**

The City Manager explained that this allows for the transfer of funds from the General Fund to the Capital Improvement Fund as a result of the appropriations approved at the last meeting.

Mr. Edwards made a motion to adopt **Resolution 2020-S - A Resolution Authorizing an Additional Transfer of Funds for 2020.** Mr. Greenwood seconded the motion. The Clerk called the roll. Mr. Edwards, yes; Mr. Greenwood, yes; Mr. Hoke, yes; Mr. Havens, yes; Mrs. Middlestetter, yes; Mayor Schweller, yes. The motion passed 6-0.

Mr. Greenwood read **Resolution 2020-T A Resolution Authorizing the City Manager to Execute a Three-Year Agreement Between the City of Bellbrook and the Police Officers Represented by the Fraternal Order of Police, Ohio Labor Council, Inc.** He recounted reading through the contract several times and believes it is fair.

Mrs. Dodd explained that this is the first year that there are two separate contracts. The officers chose to be represented by a different union representative. There are eight officers. The negotiations occurred over the course of four total meetings and began in July and concluded recently. The contract will be in effect retroactive to August 1, 2020 and will expire July 31, 2023 and is for three years. Wage increases will be 2% in year one and 2.5% in years two and three which will cost \$97,401.00 over the life of the contract which is inclusive of overtime estimates, holiday pay, shift differential, and everything that goes into their wages. For perspective, the total full-time wage budget for the police department is over \$900,000.00. The complete contract includes 43 articles and 27 of them were reviewed by management and the bargaining unit. The articles that are financial in nature are wages, insurance, and leaves of absence. The only change in the insurance is that officers can utilize a \$10.00 per month incentive toward a gym membership.

Mayor Schweller asked if the increases were covered in the 6% increase that was budgeted for the year. Mrs. Dodd answered that she usually budgets a 6% increase each year to cover the wage and benefit cost. Mayor Schweller added that this is just modifications to the existing contract that they have had for years.

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Mr. Havens suggested that at a future time the City should consider using counsel to do a thorough legal review. Mayor Schweller agreed but added that when the original was negotiated an attorney was used and the cost was about \$20,000.00 so that is not something that is necessary every time.

Mr. Greenwood made a motion to adopt **Resolution 2020-T A Resolution Authorizing the City Manager to Execute a Three-Year Agreement Between the City of Bellbrook and the Police Officers Represented by the Fraternal Order of Police, Ohio Labor Council, Inc.** The motion was seconded by Mrs. Middlestetter. The Clerk called the roll. Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mr. Hoke, yes; Mr. Havens, yes; Mr. Edwards, yes; Mayor Schweller, yes. The motion passed 6-0.

Mr. Hoke read **Resolution 2020-U A Resolution Authorizing the City Manager to Execute a Three-Year Agreement Between the City of Bellbrook and the Sergeants Represented by the Fraternal Order of Police, Ohio Labor Council, Inc.**

Mrs. Dodd explained that this contract is for the Sergeants. Nothing in addition to the previous resolution contents as the two contracts were negotiated simultaneously. Sixteen of the 42 articles were modified. The wage increase would add a total of \$48,92.00 over the three years. The only significant difference in the two contracts is a change to the way that vacation accrual is determined. Previously, an employee had to work an entire year before acquiring any vacation time. Now it will be accrued every pay period. The Sergeants did not want to do that. The accrual method helps the City recruit qualified people.

Mr. Hoke asked about the lack of a physical fitness standard. Mrs. Dodd explained that that kind of standard is difficult to put in a contract, but they believe the gym membership incentive is a good start.

Mr. Hoke made a motion to adopt **Resolution 2020-U A Resolution Authorizing the City Manager to Execute a Three-Year Agreement Between the City of Bellbrook and the Sergeants Represented by the Fraternal Order of Police, Ohio Labor Council, Inc.** The motion was seconded by Mrs. Middlestetter. The Clerk called the roll. Mr. Hoke, yes; Mrs. Middlestetter, yes; Mr. Havens, yes; Mr. Greenwood, yes; Mr. Edwards, yes; Mayor Schweller, yes. The motion passed 6-0.

Mr. Havens read **Resolution 2020-V A Resolution to Make a Recommendation to the Court of Common Pleas for the Appointment of Incoming Bellbrook-Sugarcreek Park District Commissioner.**

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He explained that he and the City Manager participated in the interviews. The person selected is Mike Johnson who is a resident of Bellbrook. Mr. Johnson is a good choice who wants to serve and has strong connections with athletics.

Mrs. Dodd explained that she and Council Member Havens participated in interviews were held on the week of the 10<sup>th</sup> with representatives from Sugarcreek Township and the Parks District. Nine total candidates were interviewed. This process followed the guidelines of the recently adopted Memorandum of Understanding which outlined the process for selecting a Parks District Commissioner.

Mr. Havens made a motion to adopt **Resolution 2020-V A Resolution to Make a Recommendation to the Court of Common Pleas for the Appointment of Incoming Bellbrook-Sugarcreek Park District Commissioner**. The motion was seconded by Mr. Edwards. The Clerk called the roll. Mr. Havens, yes; Mr. Edwards, yes; Mr. Hoke, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mayor Schweller, yes. The motion passed 6-0.

Mr. Edwards read **Resolution 2020-W A Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor**.

Mrs. Dodd said that this is our annual resolution to accept the tax rates for 2021 from the Greene County Auditor

Mr. Edwards made a motion to adopt **Resolution 2020-W A Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor**. The motion was seconded by Mr. Havens. The Clerk called the roll. Mr. Edwards, yes; Mr. Havens, yes; Mr. Hoke, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mayor Schweller, yes. The motion passed 6-0.

## **CITY MANAGER REPORT**

The City Manager announced with great sadness of Fire Department Chief Neidhard's impending retirement. He plans to retire on December 31, 2020. She thanked him for his many contributions over the last six years with the City.

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The **2020 paving** was completed last week with minimal disruption to the neighborhoods.

Mrs. Dodd reported that the **North Belleview Drive Culvert Project** officially began work the week of the 10th.

Mrs. Dodd explained that hopeful Eagle Scout Sam Reynolds is working on his **Eagle Scout project** which will include building and installing a bench to be mounted near the Little Free Library at Bellbrook Fire Station #2. He is looking to complete the project in the next few weeks.

**North West Street Sidewalk Project** was a CDBG funded project awarded through Greene County. The project came in under budget and the City's share will only be \$19,000 of the \$46,000 was budgeted. This equates to a \$27,000 savings. The contract was awarded, and we are waiting for the notice to proceed to be issued.

The City Manager informed Council that the 2021 budget discussions will be scheduled for two work sessions with ordinance presentations for planning purposes:

**October 26** – 6pm Work Session with Council – Administration and Service Departments

**November 9** – 6pm Work Session with Council – Police, Fire and Capital

**November 23** – Introduction of Budget Ordinance

**December 14** - Public Hearing of Budget Ordinance

**OLD BUSINESS** - none

**NEW BUSINESS** - none

## **COMMITTEE REPORTS**

**Service** – Mr. Greenwood reported the Service Department is still working following COVID-19 precautions. They are completing the striping of the streets that had been paved. The cost is a bit higher this year, but this is offset by a savings in the paving.

**Safety** – Mr. Hoke reported that the Fire Department has seen a normal number of calls. They have also put precautions in place at the fire stations.

**Finance** – none

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**Community Affairs** – Mrs. Middlestetter reminded the public that the museum was open on Wednesday and Saturdays. She also commented that she learned that work is being done at the Zetland Street building to renovate spaces as artist studios.

## CLERK'S REPORT

Mrs. Timmons explained that each meeting will include this agenda item where future legislation and items for discussion will be listed to keep everyone informed.

Future items for September include presentation of the Beautification Awards. Work sessions will be scheduled on Community Improvement Corporations and fire station consolidation. She also listed several Ordinances and Resolutions that are being written. Discussion of how long to continue virtual meetings will hopefully be soon.

## COMMENTS

Mr. Havens thanked the City Manager and Chief Doherty for their work on the negotiations. He thanked City staff for their behind-the-scenes work.

Mr. Hoke reported that the Planning Board heard about a grant from MVRPC to install an electric charging station at either Winter's Library or the Administration building. He thought this could be good for enticing people to come downtown. He asked for information about any effect electric vehicles have to the gas tax and how people pay for the electricity. Mrs. Dodd explained that Yellow Springs has these and usually there is no cost to customers since the amount is so small. There could be a discussion about charging a flat rate. She added that the next step is to follow up with MVRPC. Mr. Havens asked if this is something interested business owners could take advantage of. Mrs. Dodd was not aware of that since this is a grant project for public properties. Mr. Hoke said he and Mrs. Middlestetter received an invitation to an online Smart Housing Policy Forum on October 23 where the Governor will speak about establishing more affordable housing in the \$100,000 to \$250,000 range.

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Mr. Greenwood thanked the current and previous city councils for their support of the Police Department.

Mr. Edwards and the Mayor congratulated on Chief Neidhard's well deserved retirement.

**PUBLIC COMMENT** - none

## **ADJOURN**

Being no further business to come before the Bellbrook City Council, Mayor Schweller declared the regular meeting adjourned at 8:03 PM.

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Michael W. Schweller, Mayor

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Pamela Timmons, Clerk of Council