

# RECORD OF PROCEEDINGS

Bellbrook City Council Meeting

November 13, 2023

## **CALL THE MEETING TO ORDER:**

Mayor Schweller called the Regular Meeting of the Bellbrook City Council to order at 7:00pm

## **PLEDGE OF ALLEGIANCE:**

Mayor Schweller led the Council in the Pledge of Allegiance.

## **ROLL CALL:**

### **PRESENT:**

Mrs. Katherine Cyphers  
Mr. Forrest Greenwood  
Mr. Brady Harding  
Mr. Ernie Havens  
Mr. T.J. Hoke  
Mrs. Elaine Middlestetter  
Mayor Mike Schweller

### **ALSO PRESENT:**

Rob Schommer, City Manager

## **APPROVAL OF MINUTES:**

Mayor Schweller asked if anyone had comments or corrections to the minutes of the October 23, 2023, meeting. Hearing none, the minutes were declared to be approved.

## **MAYOR'S ANNOUNCEMENTS / SPECIAL PRESENTATIONS:**

Mayor Schweller announced the 2024 Employee Service Recognitions:

- Alexi Stout (5 years with the Bellbrook Police Department)
- Jordan Ewing (5 years with the Bellbrook Fire Department)
- Jay Leach (10 years with the Bellbrook Fire Department)

Police Chief Carmin thanked Alexi Stout for her 5 years with the police department.

Fire Chief Bizzarro thanked Jordan Ewing and Jay Leach for their years of service with the fire department.

The Council thanked Alexi, Jordan, and Jay for their service with the City of Bellbrook.

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## **CITIZEN COMMENTS:**

None

## **CITIZENS REGISTERED TO SPEAK ON AGENDA ITEMS:**

None

## **EXECUTIVE SESSION:**

Mayor Schweller asked for a Motion to enter executive session for preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

Motion made by Mr. Hoke, Seconded by Mrs. Middlestetter.

Voting Yea: Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Mr. Havens, Mr. T.J. Hoke, Mrs. Middlestetter, Mayor Schweller.

Motion Carries

Council entered Executive Session at 7:14pm

Mayor Schweller asked for a Motion to exit executive session at 7:30pm.

Motion made by Mr. Havens, Seconded by Mr. Greenwood.

Voting Yea: Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Mr. Havens, Mr. T.J. Hoke, Mrs. Middlestetter, Mayor Schweller.

Motion Carries

## **PUBLIC HEARING OF PROPOSED ORDINANCES:**

None

## **INTRODUCTION OF ORDINANCES:**

**Ordinance 2023-O-6:** An Ordinance approving the appropriations for expenses of the City of Bellbrook for the period beginning January 1, 2024, and ending December 31, 2024 (Cyphers)

Mr. Schommer noted the finance committee has met and has reviewed the budget information included in the packet for review by council or the public. A presentation and review in detail of the budget will be provided at the November 27, 2023, public meeting.

Mayor Schweller asked for a Motion for Introduction of Ordinance 2023-O-6.

Motion made by Mrs. Cyphers, Seconded by Mr. Greenwood.

Voting Yea: Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Mr. Havens, Mr. T.J. Hoke, Mrs. Middlestetter, Mayor Schweller.

Motion Carries

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## **PUBLIC HEARING OF PROPOSED RESOLUTION:**

Public Hearing for the 2024-2028 Capital Improvement Plan and associated Resolution 2023-R-29.

## **ADOPTION OF RESOLUTIONS:**

**Resolution 2023-R-29:** Adopting the City of Bellbrook five-year Capital Improvement Plan for 2024-2028 (Havens)

Mr. Schommer spoke on the Capital Improvement Plan, noting the plan lists capital purchases needed for capital infrastructure, large items, etc. for the city. He provided details on each department's funds and requests for 2024.

Mayor Schweller asked if anyone would like to speak out in favor of or against the Capital Improvement Plan. Hearing none, Mayor Schweller declared the hearing closed.

Mayor Schweller asked for a Motion with regards to Resolution 2023-R-29.

Motion to adopt Resolution 2023-R-29

Motion made by Mr. Havens, Seconded by Mr. Hoke.

Voting Yea: Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Mr. Havens, Mr. T.J. Hoke, Mrs. Middlestetter, Mayor Schweller.

Motion Carries

**Resolution 2023-R-30:** Approving the collective bargaining agreement for firefighters with the International Association of fire fighters for the time-period December 1, 2023, through November 30, 2026 (Hoke)

Mr. Schommer provided highlights on fire negotiations and the agreement.

Mayor Schweller asked for a Motion with regards to Resolution 2023-R-30.

Motion to adopt Resolution 2023-R-30

Motion made by Mr. Hoke, Seconded by Mrs. Cyphers.

Voting Yea: Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Mr. Havens, Mr. T.J. Hoke, Mrs. Middlestetter, Mayor Schweller.

Motion Carries

**Resolution 2023-R-31:** Repealing Section 5.2 vacation leave of the City of Bellbrook personnel manual and adopting a new Section 5.2 to the City of Bellbrook Personnel Manual (Harding)

Mr. Schommer noted the bulk of employees have carry over vacation standards and this would allow our non-bargaining employees to have the same.

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Mayor Schweller asked for a Motion with regards to Resolution 2023-R-31.

Motion to adopt Resolution 2023-R-31

Motion made by Mr. Harding, Seconded by Mrs. Cyphers.

Voting Yea: Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Mr. Havens, Mr. T.J. Hoke, Mrs. Middlestetter, Mayor Schweller.

Motion Carries

## **OLD BUSINESS:**

None

## **NEW BUSINESS:**

Mayor Schweller announced the nomination of Stephen Haller to serve on the Charter Advisory Committee.

Mayor Schweller asked for Motion to place Stephen Haller on the Charter Advisory Committee.

Motion to approve and select Stephen Haller to the Charter Advisory Committee

Motion made by Mrs. Middlestetter, Seconded by Mr. Greenwood.

Voting Yea: Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Mr. Havens, Mr. T.J. Hoke, Mrs. Middlestetter, Mayor Schweller.

Motion Carries

## **CITY MANAGER REPORT:**

Mr. Schommer announced the Bridge work is completed for a safer walk in our downtown Bellbrook.

Mr. Schommer mentioned The City of Bellbrook's uniform guidance policies have been created to better spell out internal financial procedures as well as better compliance with use of federal dollars.

Mayor Schweller thanked Mr. Schommer the City Manager and Mr. Pasley the Service Director for their work on the bridge project.

## **COMMITTEE REPORTS:**

**SAFETY:** Mr. Hoke noted the Fire Department announced the winners of the 5<sup>th</sup> grade fire prevention quiz and got to tour the Fire Department. Melissa Jones and the Fire department will attend the job fair to recruit additional part time fire fighters. He also noted the police Department hosted Coffee with a cop. In addition, in December the 3<sup>rd</sup> graders will tour the Police Department and the Pre School tour

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was provided in November. The Police Department also conducted low light firearms training and extended a conditional offer of employment to Lawrence Lovins for a full time patrol position. The background check is underway for Paul Raffel once completed patrol positions will be fully staffed. Jackie Jones retires November 17, 2023, with 34 years of service. Evacuation drill with relocation of students to the high school was practiced with the help of the SRO. SRO Bennington completed 2-day SRO topics training this month.

**SERVICE:** Mr. Greenwood mentioned the service department and a drain box on NE Street and Franklin that needed repaired. The box is repaired before paving begins.

**FINANCE/GOVERNMENT AFFAIRS:** Mrs. Cyphers spoke on the finance meeting on the quarterly reports for the city.

Mayor Schweller asked for Motion to approve the 2023 quarterly finance reports.

Motion to approve the quarterly financial reports.

Motion made by Mrs. Cyphers, Seconded by Mr. Greenwood.

Voting Yea: Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Mr. Havens, Mr. T.J. Hoke, Mrs. Middlestetter, Mayor Schweller.

Motion Carries

## **COMMUNITY AFFAIRS:**

Mrs. Middlestetter mentioned the committee would like to recommend Olivia Doran for a vacant position on the Museum Board.

Motion to appoint Olivia Doran to the Museum Board of Trustees.

Motion made by Mrs. Middlestetter, Seconded by Mr. Greenwood.

Voting Yea: Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Mr. Havens, Mr. T.J. Hoke, Mrs. Middlestetter, Mayor Schweller.

Motion Carries

Motion to appoint William Dahling to the Planning Board.

Motion made by Mrs. Middlestetter, Seconded by Mr. Havens.

Voting Yea: Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Mr. Havens, Mr. T.J. Hoke, Mrs. Middlestetter, Mayor Schweller.

Motion Carries

## **CITY OFFICIAL COMMENTS:**

Mrs. Cyphers: Thanked the service members that received the City Award.

Mr. Harding: Residents on Brookwood are having issues with parking in the neighborhood due to sports at Sacket Wright and asked about an Ordinance for signs for residents parking only.

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Mr. Havens: Thanked employees for their service recognition. Encourage everyone to take a drive on the New Bridge.

Mr. Hoke: Salute to Veterans

Mrs. Middlestetter: Christmas in the Park December 9, 2023 which will include lighting of the big tree, activities at the Museum and in the park.

Mr. Greenwood asked about the gate behind the library as an opening for pedestrians at the new cross walk. He also spoke on the bridge work being complete and turning out great. Thanked Mr. Schommer for his hard work on this project.

Mayor Schweller wished our citizens a safe and Happy Thanksgiving.

## **ADJOURNMENT:**

Hearing no further business coming before the Council, Mayor Schweller declared the meeting adjourned at 8:11pm

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Michael Schweller, Mayor

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Robert Schommer, Clerk of Council