

RECORD OF PROCEEDINGS
Minutes of Bellbrook City Council Regular Meeting
January 10, 2022

CALL THE MEETING TO ORDER

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

PLEDGE OF ALLEGIANCE

ROLL CALL:

Present: Katherine Cyphers; Forrest Greenwood; Brady Harding; Ernie Havens; Elaine Middlestetter;
Mayor Schweller

Absent: None

ALSO PRESENT: City Manager Rob Schommer

APPROVAL OF MINUTES

Mayor Schweller asked if anyone had any comments or corrections to the minutes of December 13, 2021 meeting. Hearing none he declared the minutes approved.

MAYOR'S ANNOUNCEMENTS/SPECIAL PRESENTATION:

Mayor Schweller welcomed and congratulated Council members Katherine Cyphers and Brady Harding and welcomed re-elected member Forrest Greenwood. He invited the council members to provide any comments or statements.

Mr. Greenwood introduced himself through a statement describing his history of service including the Marine Corps and many years of continued service in the community. He thanked the community for trusting him to represent them.

Mrs. Cyphers introduced herself and described her public service experience including a military career, and desire to extend her public service through serving on council. She explained her background in finance and hopes to bring that to the City. She thanked everyone who supported her.

Mr. Harding introduced himself explaining his background as a licensed architect and resident for over 25 years. He looks forward to using his skills and experience for the community and to help develop downtown. He thanked everyone for electing him into office.

Mayor Schweller reported he and the other members were sworn in by the Honorable Adolfo Tornichio of Greene County Common Pleas Court.

PUBLIC HEARING OF ORDINANCES - None

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INTRODUCTION OF ORDINANCES

Ordinance 2022-O-1 AMENDING ORDINANCE 2021-10 BY MAKING SUPPLEMENTAL APPROPRIATIONS FOR EXPENSES OF THE CITY OF BELLBROOK FOR THE PERIOD BEGINNING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022.

Mr. Havens read the Ordinance.

Mr. Schommer explained the need for the Ordinance was for a supplemental appropriation to the budget as a result of the budget worksheet formulas not carrying over a few lines into the Ordinance Document. The error was discovered while inputting the budget into the accounting system, noting the table in the Ordinance did not match the balance of the worksheet. He explained this is one of the issues with having several sources of listing data, but the checks within the process discovered the missing lines. The amount noted was discussed and presented; however, the final appropriations ordinance did not include some lines in the water fund.

Mayor Schweller noted there will be a public hearing for the Ordinance January 24.

RESOLUTIONS

Resolution 2022-R-1 AUTHORIZING THE CITY MANAGER TO ENTER INTO A SERVICES AGREEMENT WITH GREENE COUNTY BOARD OF COUNTY COMMISSIONERS TO JOIN THE COUNTYWIDE PUBLIC SAFETY INFORMATION SHARING NETWORK

Mrs. Middlestetter read the Resolution.

Mr. Schommer explained the purpose of the Resolution was to authorize the City entering into an agreement with Greene County to join the Public Safety Information Sharing Network. The Agreement is necessary to allow licensing for the public safety mobile computer and software upgrade currently in process.

Mrs. Middlestetter made a motion to adopt Resolution 2022-R-1; Mr. Greenwood seconded the motion. On a call of the vote, Mr. Greenwood, Mr. Harding, Mr. Havens, Mrs. Middlestetter, Mayor Schweller, and Mrs. Cyphers voted yea; none voted nay. The motion passed 6-0

CITY MANAGER REPORT

Mr. Schommer reported the following:

- Council room A/V system update is ongoing. Most equipment is in and a few items remain to be shipped.
- A new meeting streaming solution will be implemented and integrated into the City website and no longer use YouTube. The new system will provide indexing of the video in relation to items on the agenda. The system also provides archiving and storage of the videos as records of the City.

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January 10, 2022

- The meeting agendas will be transitioning to a electronic version and also integrated into the City Website. It will index to the video and also related documents. The system allows for archiving, indexing and searching of agenda items and documents. It will also allow for electronic recording of voting during the meeting for efficient capture of items for meeting minutes.
- A new email archiver and screening system will be implemented to enhance storage and searching of email accounts.
- Finance software enhancements have begun which includes bringing payroll inhouse and integrated into the City's current accounting system. This will provide enhanced efficiencies in budget development. It will also prevent errors in budget development due to the fact analytics are done directly from the accounting data, not from an export into Excel.
- 2021 Goals and Objectives update will occur at a future meeting to identify the remaining projects that need Council action.

COMMITTEE REPORTS

Safety – Mr. Greenwood noted the upgrade for the police and fire Public Safety Information Sharing Network is ongoing. He also noted that Bellbrook police have had body cameras for some time and they have been useful and helpful for court cases and safety. He noticed Kettering is now thinking of getting body cams and he was please Bellbrook has been ahead of the game in that realm. He added the fire department Power Cot will be finished soon, just awaiting parts. The Fire Chief has assigned a committee to review the details and requirements for new Medic that will be ordered.

Finance/Government Affairs – Nothing additional

Service – Mr. Greenwood noted the Service Department had the 3 year EPA inspection which was very in-depth. The final report should be released within a month and no issues are anticipated. He added the department has been working on the museum building, improving the doors and windows. Mr. Greenwood advised anyone with an older home during the freezing weather to leave faucets trickling water to prevent pipes from freezing.

Community Affairs – Mrs. Middlestetter noted January and February the Museum is closed in order to complete the repair and renovation projects. She then read a report from the Library regarding services and statistics for 2021.

OLD BUSINESS - none

NEW BUSINESS

Mayor Schweller discussed the following items of New Business:

- Vacant Council Seat; the position is currently posted and application will be received until January 28. The position is planned to be appointed February 14th.

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January 10, 2022

- Deputy Mayor appointment: Mayor Schweller stated he wanted everyone to think about if they want to be Deputy Mayor and discussion will be deferred until January 24th.
- 2022 Committee Assignment; will be discussed and determined January 24th.
- Council Rules; Mayor Schweller noted it had been a few years since they have been reviewed, and going forward he will schedule a work session in February to discuss and update them.

COMMENTS

Mrs. Middlestetter had nothing additional from her committee report.

Mr. Havens welcomed Mrs. Cyphers and Mr. Harding and looks forward to working with them. He is looking forward to 2022, especially to the Sugar Maple Festival.

Mr. Harding had nothing additional.

Mr. Greenwood noted there was a previous cleanup effort with Sugarcreek Township and wondered if that was something the City should do with the festival. Mrs. Middlestetter noted it was scheduled prior to the festival in April. There is an effort by the Lyons club to get all service organization together on one day for a cleanup and maintenance project. Mr. Greenwood also welcomed Mr. Harding and Mrs. Cyphers.

Mrs. Cyphers wanted to give another thank you to the community for voting for her.

Mayor Schweller thanked the Service Department for getting the snow flake lights up, as it provided a lot of positive comments in the community.

PUBLIC COMMENT

Mr. Denny Bennet commented to congratulate the new council members Mrs. Cyphers and Mr. Harding and also congratulating the existing council members for keeping Bellbrook a safe place to live. He noted there are great people working in the police, fire and service departments.

Mr. Regan Ross brought property maintenance issues in the South street general area to the attention of Council.

Mr. Schommer introduced Jason Foster as the City's newly appointed Community Development Administrator. Mr. Foster has many years of experience in code enforcement, planning and economic development.

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ADJOURNMENT

The Mayor adjourned the meeting at 7:55PM.

Michael Schweller, Mayor

Robert Schommer, Clerk of Council