

# RECORD OF PROCEEDINGS

Bellbrook City Council Meeting

April 28, 2025

## 1. CALL TO ORDER

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

## 2. PLEDGE OF ALLEGIANCE

Mayor Schweller led the Council in the Pledge of Allegiance.

## 3. ROLL CALL

PRESENT

Mr. Logan Ashley

Mrs. Katherine Cyphers

Mr. Forrest Greenwood

Mr. Brady Harding

Deputy Mayor Ernie Havens

Mr. T.J. Hoke

Mayor Mike Schweller

## 4. APPROVAL OF THE MINUTES

## 5. MAYOR'S ANNOUNCEMENTS AND SPECIAL GUEST

Mayor Schweller thanked staff and the Sugar Maple Festival Committee for another great festival.

A. Deputy Health Commission Noah Stuby from the Greene County Board of Health will review programs and services – Was not present for meeting.

## 6. CITIZEN COMMENTS

## 7. CITIZENS REGISTERED TO SPEAK ON AGENDA ITEMS

## 8. INTRODUCTIONS OF ORDINANCES

A. Ordinance 2025-O-08 AN ORDINANCE TO PROCEED TO LEVY AN ADDITIONAL TAX IN EXCESS OF THE TEN-MILL LIMITATION, PURSUANT TO OHIO REVISED CODE SECTION 5705.19 AND SUBSECTION 5705.19(JJ), AS AMENDED, FOR ALL PURPOSES DESCRIBED IN SUBSECTIONS 5705.19(I) AND (J) OF THE OHIO REVISED CODE, WHICH LEVY SHALL BE TWO AND TWO TENTHS (2.2) MILLS AND SHALL RUN FOR A CONTINUING PERIOD OF TIME PURSUANT TO OHIO REVISED CODE SECTION 5705.19, AND DECLARING THAT THE QUESTION OF THE ADDITIONAL TAX LEVY BE SUBMITTED TO THE ELECTORS AT THE ELECTION TO BE HELD NOVEMBER 4, 2025. (Ashley)

Mr. Ashley read the Ordinance.

Mr. Schommer explained this was the next step in the process to submit the proposed levy on the November ballot. He noted considering some of the concerns in the process from the last cycle, staff and the Law Director will be administering extra steps of monitoring and accounting of the process including potential pre-emptive writs of mandamus based on the timelines set by Ohio Revised Code.

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He noted a more full discussion on the facts of the proposed levy as well as the previous and future election process will be conducted at the public hearing.

He requested the Ordinance be introduced and scheduled for a public hearing.

Motion to introduce Ordinance 2025-O-0

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

Voting Yea: Mr. Ashley, Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Deputy Mayor Havens, Mr. Hoke, Mayor Schweller

## 9. PUBLIC HEARING OF PROPOSED ORDINANCES

## 10. ADOPTION OF RESOLUTIONS

- A. Resolution 2025-R-11 TO ACCOMMODATE UNANTICIPATED DELAYS IN U.S. POSTAL SERVICE DELIVERY, AUTHORIZING THE CITY MANAGER TO DEVELOP AND IMPLEMENT MODIFIED PENALTY AND BILLING PROCEDURES FOR UTILITY BILLING IN ACCORDANCE WITH SECTION 1042.04 OF THE BELLBROOK CODIFIED ORDINANCES (Cyphers)

Mrs. Cyphers read the Resolution.

Mr. Schommer explained during the recent utility billing cycle there was an extraordinary amount of late payments received. He noted all online payments were received as normal; however, in many cases payments mailed were received up to 14+ days after the mailed date. He further explained that recent shifts in the processing of mail from Dayton to Columbus, to Cincinnati, back to our area has been announced by the post office. As the post office continues to adjust to those shifts, staff has noticed sending a bill out, having it received, and mailed back in total can take 20-25 days which is putting a burden and pressure on the current billing timelines. He added for the recent billing cycle, many penalties were waived for bills received in the mail that were sent at least 5 days prior to the due date.

He added it will be necessary to make adjustments to the billing and penalty cycle to make sure not to place undue burden on residents due to the adjustments and unanticipated delays occurring in the U.S. Postal service. He noted there will be a 5 day grace period added to due dates as well as a 15 day advance notice of any delinquent bills subject to penalty. These changes will give more time for mailing bills and receipt of bills without impacting the other phases and cycles of the billing process.

Mr. Schommer asked the resolution be considered for adoption.

Motion to adopt Resolution 2025-R-11

Motion made by Mrs. Cyphers, Seconded by Deputy Mayor Havens.

Voting Yea: Mr. Ashley, Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Deputy Mayor Havens, Mr. Hoke, Mayor Schweller

## 11. OLD BUSINESS

- A. Continued discussion/review or amendments to the animal ordinance – Mr. Schommer said the next steps would be to look further into an advisory election. The election process is to make a decision not usually used for surveying purposes. He said the Secretary of State's office is critical of ballot language for advisory elections. The election needs to be done prior to Council seeking an ordinance change.

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Motion to amend Section 618.01 to exclude poultry and send the proposed amendment of Article 18 of the Zoning Code to Planning Board for review and recommendation.

Discussion....

Motion made by Deputy Mayor Havens, seconded by Mr. Hoke.

Voting Yea: Mr. Ashley, Mr. Harding, Deputy Mayor Havens, Mr. Hoke, Mayor Schweller

Voting Nay: Mrs. Cyphers, Mr. Greenwood

Motion to direct staff to draft advisory ballot language for the May 2026 election to modify definition of small livestock to include poultry.

Motion made by Deputy Mayor Havens, Seconded by Mr. Ashley.

Voting Yea: Mr. Ashley, Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Deputy Mayor Havens, Mr. Hoke, Mayor Schweller

## 12. NEW BUSINESS

A. Appointment of Representative to the Greene County Board of Health.

Motion to appoint D. Todd Dudley to the Greene County Board of Health.

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

Voting Yea: Mr. Ashley, Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Deputy Mayor Havens, Mr. Hoke, Mayor Schweller

## 13. CITY MANAGER'S REPORT

Marijuana Moratorium expires soon. Asked for direction from Council regarding possible permanent Zoning changes to prohibit adult use marijuana businesses. Staff will continue to draft a zoning change. 20 applications received for Community Development Administrator. Busy with solicitor permits, property maintenance and mowing violations. Awaiting response for ODOT safety grant for N Main additional cross walk and expansion. State auditors will be onsite next week. Council asked questions about Bellbrook Park issues and discussed options for resolve. Brief discussion of PFAS

## 14. COMMITTEE REPORTS

- A. Safety Committee – Mr. Hoke Safety Committee met earlier regarding the public safety levy on the November ballot.
- B. Service Committee – Mr. Greenwood said Service Department was busy with the Sugar Maple Festival and continues to work as the grass cutting season begins.
- C. Finance/Audit Committee – Mrs. Cyphers had nothing to add.
- D. Community Affairs Committee – Mr. Havens had nothing to add.

## 15. CITY OFFICIAL COMMENTS

Ashley – Thanked Public Works for the work on the Sugar Maple Festival.

Cyphers – Thanked Public Works for the work on the Sugar Maple Festival.

Greenwood – Thanked Public Works for the work on the Sugar Maple Festival.  
the festival was a good time. Best festival yet.

Harding – Thanked everyone for the Sugar Maple Festival

Hoke – Said the Sugar Maple Festival was great.

Havens – Thanked Mr. Schommer for his time on Saturday for the festival

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Schweller – Commented on the festival ending at 5pm and being cleaned up before 8pm. Attended several ribbon cuttings for local businesses.

Louie – 4293 Alex Trail – Thanked school transportation for use of mini bus for shuttle trips.

## 16. EXECUTIVE SESSION

Motion to enter executive session to consider the purchase of property for public purposes.

Motion made by Deputy Mayor Havens, Seconded by Mr. Ashley.

Voting Yea: Mr. Ashley, Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Deputy Mayor Havens, Mr. Hoke, Mayor Schweller

Entered Executive Session at 8:35pm

Motion to exit



Motion made by Deputy Mayor Havens, Seconded by Mr. Ashley.

Voting Yea: Mr. Ashley, Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Deputy Mayor Havens, Mr. Hoke, Mayor Schweller

Exited 9:36

## 17. ADJOURNMENT

9:37

  
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Michael Schweller, Mayor  
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Robert Schommer, Clerk of Council