

Bellaire Village Council  
02/05/26

The regularly-scheduled meeting of Bellaire Village Council was held on Thursday, February 5, 2026 at 5:00 p.m. The meeting was called to order by Mayor Robert Dodrill, who led Council in the Pledge of Allegiance.

Roll Call:

Mr. Evans	Here
Mr. Connors	Here
Mrs. Dugmore	Here
Mr. Schmitt	Here
Ms. Richardson	Here
Mr. Maupin	Here

Approval of Minutes:

Minutes from 12/30/25 Sine or Die meeting: Motion Ms. Richardson to approve and accept the minutes from this meeting; second Mr. Maupin.

Roll call vote:

Mr. Evans	Yes
Mr. Connors	Yes
Mrs. Dugmore	Yes
Mr. Schmitt	Yes
Ms. Richardson	Yes
Mr. Maupin	Yes

Motion carried.

Minutes from Special Meeting on 01/05/26 held to assign council members to committees: Motion made by Mr. Maupin, seconded by Ms. Richardson to approve and accept minutes from this special meeting.

Roll call vote:

Mr. Evans	Yes
Mr. Connors	Yes
Mrs. Dugmore	Yes
Mr. Schmitt	Yes
Ms. Richardson	Yes
Mr. Maupin	Yes

Motion Carried

Minutes from regularly-scheduled Village of Bellaire Council meeting held 01/08/26, that had been rescheduled from 01/01/26 due to the holiday; Motion to approve and accept minutes from this meeting by Mr. Schmitt, second Mr. Evans.

Roll Call:

Mr. Evans	Yes
Mr. Connors	Yes
Mrs. Dugmore	Yes
Mr. Schmitt	Yes
Ms. Richardson	Yes
Mr. Maupin	Yes

Motion Carried

Minutes from Special Meeting on 01/14/26 held to adopt changes to employer-provided medical benefits for full-time employees. Motion to approve and accept minutes from this meeting by Ms. Richardson, second Mr. Schmitt.

Roll Call:

Mr. Evans	Yes
Mr. Connors	Yes
Mrs. Dugmore	Yes
Mr. Schmitt	Yes
Ms. Richardson	Yes
Mr. Maupin	Yes

Motion Carried

Minutes from regularly-scheduled meeting held 01/22/26, rescheduled from 01/15/26. Ms. Richardson asked for clarification regarding an answer to a question from Mr. Connors regarding out-of-town vendors picking up trash in the Village. Mr. Porter informed her that when a customer is a national company and has a contract for outside sanitation through that company, the customer is still charged the minimum fee to the Village while using a different vendor. Ms. Richardson asked if this was actually happening and Mr. Porter said it was. He is working with the Water Department and has identified 57 instances where outside vendors are being used. There are some businesses that have been given an exemption due to the nature of the products they dispose, the Village cannot dump these materials, and they are reviewing all of these accounts to ensure every business is paying the required amounts. Motion Mr. Evans to approve and accept the minutes from 01/22/26, seconded by Mr. Maupin.

Roll Call:

Mr. Evans	Yes
Mr. Connors	Yes
Mrs. Dugmore	Yes
Mr. Schmitt	Yes
Ms. Richardson	Yes
Mr. Maupin	Yes

Motion Carried

Mayor's Report:

- Mayor Dodrill invited members of the Village of Bellaire Street Department and Water Distribution Crew to this meeting to officially thank them for a job well done during this last snow storm. The Village of Bellaire received 16 inches of snow over that weekend, more than any other local municipality, and the employees worked long hours in difficult conditions to ensure that residents were able to travel safely through the Village. Mayor Dodrill reported several residents of the Village also contributed to the successful management of the storm and gave special acknowledgement to the Bellaire Volunteer Fire Department, Bellaire Volunteer Fire Chief Tim and Assistant Chief T.J. Bell, Bellaire Police Department and Chief J.J. Watson, and ICR for the use of bobcats to assist in snow removal.
- Mayor Dodrill also informed Council that a procedure error occurred during the meeting on 01/08/26 regarding an appointment he made. Village Solicitor Paul Stecker was asked if another motion should be made and he explained that as long as this is documented in the minutes, the result is the same and no further action is necessary

Fiscal Officer's Report:

- Mrs. Favede reported that she is current on the payment of any outstanding bills in the Village.
- As of this date, Mrs. Favede now has access to the Village of Bellaire's bank accounts.
- The auditors from the State of Ohio are in the Village working on the year 2022.
- Mrs. Favede is working to transition the Village's current software to Uniform Accounting Network software, that will allow direct access to the State of Ohio Auditor and more efficiency.
- The Village will be entering into a contract with a traveling clerk through Uniform Accounting Network that will give the Village access to someone who works with us to trouble shoot any issues while using this new platform.
- Mrs. Favede reported that the Village of Bellaire received a 24% reduction in local government funding.
- Mrs. Favede reported she spoke with Phyllis Barnhart about writing a grant on behalf of the Bellaire Volunteer Fire Department for equipment.
- Mrs. Favede will be working toward establishing a record-retention program that will allow the Village to identify and destroy old records that are taking up space in the Municipal Building.
- Mrs. Favede also reported that she and Mr. Porter will be working towards utilizing community service workers to assist in litter control in the Village in clean-up efforts.

#### Village Administrator's Report:

- The Village work crews completed 162 work orders in the month of January. Mr. Porter emphasized the need to have landlords show tenants how to turn the water off to a residence and for residents to protect the water pipes and meter. The Water Crew had three call outs on a Sunday for frozen pipes, none of these involved shut offs. He also reported that the former Bellaire City Hospital had a water leak. Previously they were not utilizing water services through the Village due to the massive amounts of water needed to run a full hospital but since that is no longer the case, it will need to be revisited and a new determination made regarding where they would purchase water.
- Mr. Porter is currently in the process of getting the equipment and vehicles owned by the village inspected, this is an ongoing process.
- Both salt spreaders are currently in operation.
- The Village Service Garage is in need of maintenance; there is very little heat in the building, 12 overhead lights need replaced and two of five garage doors need serviced. Mr. Maupin said that he occasionally stops down to the Service Garage and the conditions are terrible.
- Mr. Porter has received some updates on the litigation regarding the air stripper; he is trying to match up information that he has been given and will be meeting further with our current legal representatives.
- The salt supply in the Village of Bellaire is very low. Mr. Porter anticipates that the Village will need an addition 50-100 tons of salt. He states that we should have enough supply for the next storm but will have to increase our yearly order. He has located 22 tons of cinders that will be mixed with salt and used on hills. It is not advisable to use this mixture downtown due to the dust and dirt from the cinders.
- The annual village clean up will be held Saturday, March 28, 2026 from 9:00 a.m. to 1:00 p.m. Mr. Porter is working with them to see if tires will be taken again this year.
- Documents, including the performance bond, have been received for the FEMA Project on St. Clairsville Pike.
- Mr. Porter informed Council that the Hamilton Street Project, which has been funded and is ready to proceed, requires \$13,000.00 from the Village and he was informed that the month has already been encumbered.
- Mr. Porter is working with the Port Authority regarding a "slice" of land the Sinclair Group is attempting to obtain to move forward with a building project. The lot in question is part of a parcel owned by the Village and contains a right of way for our utilities. Subdividing this lot will not impede the Village's right of way.

#### Committee Reports:

- Finance and Personnel Committee, Ms. Richardson, Chair. Ms. Richardson reported the Finance and Personnel Committee met 01/29/26 at 10:00 a.m. in the Municipal Building. Present members included Ms. Richardson, Mrs. Dugmore, and Mr. Schmitt. Also present were Fiscal Officer Favede, Village Administrator Porter, and Mr. Gay Lucci, 131 Taney Avenue, Bellaire, OH 43906.
- Discussed at this meeting was the status of the Village Accounts Payable Account. Mrs. Favede advised the Committee that she is now current with all bills that were currently due. The bills have been issued and put in the mail.
- Also on the agenda was the ensuring that members of the Finance Committee were provided monthly fiscal reports and clarifying the amounts of encumbered vs. unencumbered funds are

currently in the budget. However, these items were tabled so that the Committee and the Fiscal Officer can focus on the Accounts Payable.

- Under Personnel, the agenda included a review of the medical coverage provided by the Village but this item was also tabled for a future meeting.
- A request for a copy of the job description for the Administrative Assistant to the Mayor was made so that it can be revised for current duties.
- All keys and iPad assigned to former employees and members of Council need to be turned in and the locks may be changed.
- The revised Village Employee Handbook was finalized in 2024 but was never issued to the employees of the Village. The Village Administrator will set up meetings with all departments to distribute the handbook and obtain signatures from all employees attesting receipt of the handbook. There is no time line for completion of this process.
- The Personnel and Finance Committee entered executive session. No action taken at this time.
- There was a suggestion from the Fiscal Officer, Mrs. Favede, that the Village add a travel reimbursement request to the Village Handbook.
- Meeting Adjourned at 11:55 a.m.

Health and Safety Committee, Mr. Schmitt, Chair. No meeting held.

Ordinance Committee, Ms. Richardson, Chair. No meeting held.

Streets and Properties Committee, Ms. Richardson, Chair.

- Ms. Richardson reported that a meeting was held on 01/30/26 at 10:00 a.m. In attendance were Mr. Maupin, Mr. Evans, Ms. Richardson, all members of the Committee, along with Mrs. Dugmore and Village Administrator Porter. Additionally, Mr. Gay Lucci, 131 Taney Avenue, Bellaire, Ohio and Mr. Jim Williams, also of Taney Avenue, were in attendance.
- An Action Plan for the potential sale of part of a property owned by the Village of Bellaire to the Sinclair Foundation was discussed. This section of land will be subdivided and offered to Mr. Sinclair so that he can properly build a home on his adjoining land.
- Mr. Stecker has advised that he will draw up a letter of intent for Mr. Sinclair, asking for written verification of his intention to purchase this property after the Village goes through the proper procedures to sell. The letter will list all expenses that will be incurred in this transaction and clearly spell out who is responsible for these costs. The Village will not be able to move forward with this plan until this letter is obtained.
- Mr. Porter will need to obtain three quotes for the cost of surveying the property. Once these are received, the property will be sold to the Port Authority for the purpose of selling the property to Mr. Sinclair. The property can be sold to the Port Authority who can then sell it to Mr. Sinclair without putting the property up for bid, listing it in the newspaper, etc. This is a cost savings to the Village to proceed in this manner. Once it is determined that the Village will proceed, an ordinance will need to be drafted and approved to sell the property to the Port Authority.
- Ms. Richardson made a motion to authorize Mr. Porter to secure three estimates for the cost of surveying the property in question. Mrs. Dugmore seconded the motion.

Roll call vote:

Mr. Evans	Yes
Mr. Connors	Yes
Mrs. Dugmore	Yes
Mr. Schmitt	Yes
Ms. Richardson	Yes
Mr. Maupin	Yes

Motion Carried

Streets and Properties Committee, Ms. Richardson, Chair.

- Ms. Richardson updated Council on the status of the two properties owned by the Village of Bellaire and identified by Ascent Resources to have liens. Mr. Porter has been working with Belmont County to address these issues. He has successfully had one property classified as exempt and the lien removed. The second property has a total owed of \$280.00. A check will be issued and sent to clear this lien. Once this is complete, Mr. Porter will update Mr. Sustersic of the status. Ms. Richardson urged Mr. Porter to make this a priority.
- The Navarro Trucking company has a lease on the property formerly known as the St. John Central High School Football Field. That lease is set to expire in August, 2026. At last notification, they were approximately four months in arrears for this property, which presents a problem as those monies have been earmarked to offset the cost of the backhoe. Mrs. Favade was going to pull the file to see the current status of this account.
- The Committee discussed the current Belmont Street infrastructure. Mr. Porter informed the Committee he would like to look at the entire infrastructure, not just portions of it. The current infrastructure is very old and needs to be replaced. This will cost millions of dollars. He does not anticipate the system will need to be as large as the one currently in use due to the decline in population over the last several decades but it will still be costly. The Village will need some pre-engineering work done in order to apply for any grants that may be available.
- The Committee also recommended the meter poles that remain on the streets after the meters were taken away be removed. Mr. Porter said he would look into a timetable for this project and report back to the Committee.
- The Village of Bellaire has been using Council Chambers as a meeting room for all events in the Village and also for any organization that requests to use the Chambers. Mr. Porter has vacated his office and will be moving across the hall to share an office with the Water Distribution Coordinator. His vacant office will be turned into a conference room. Ms. Richardson requested that the office be painted and cleaned so that it can be utilized for meetings. Mayor Dodrill also requested the Fiscal Officer's office be painted. Mr. Porter said he would put this on the schedule and will attempt to utilize community service workers if any are assigned.
- Ms. Richardson addressed the ordinance pertaining to building permits. It is old, open ended, and fees are based on the cost of projects. The committee will be reviewing this ordinance to identify what services the builder receives for the cost of the building permit and possibly having a cap on the cost.
- Meeting adjourned at 11:55 a.m.

Department Reports:

Chief J.J. Watson reported that the Village of Bellaire Police Department, in the month of January, 2026, responded to 447 calls to service, filed 63 reports, cited three individuals into Mayor's Court, issued 33 tickets to Mayor's Court and one ticket to Eastern Division County Court, and issued 16 illegal parking tickets. There were also 13 arrests made. Chief Watson commended his officers for the swift response to a shooting that resulted in a murder on 01/15/26. He also thanked other local police departments along with the Belmont County Sheriff's Office for their assistance with this case.

Fire Chief Tim Bell, along with Assistant Chief T.J. Bell, informed Council that the Bellaire Volunteer Fire Department, in the month of January, 2026, answered eight alarms, handled three working fires, answered three false alarms, two motor vehicle cases, three service calls, three manpower/medical calls, four smoke odor investigations, one gas leak, two vehicle fires, and one landing zone set up. Both thanked the Village of Bellaire Police Department for their assistance with a fire that occurred on 01/23/26. This teamwork enabled the neighboring structure to sustain only minimal damage even though there was only 18 inches separating the buildings. Two members of the squad were injured during this fire, one member had an elevated heart rate, was checked out by the squad, and returned to the fire while the other member was injured when the roof collapsed on the building. Both members are fine now. There was a lot of discussion regarding fire packs and tanks that will need replaced soon. The tanks hold oxygen and need to be replaced when empty while the packs can be re-used as long as the pass inspection. The Department is currently working with Mrs. Barnhart to obtain grants for these costs. Additionally, the Department is fully-staffed but lacking equipment for at least three members. Again, grants will be looked at for this. Assistant Chief Bell also informed Council that the Fish Fry, an annual event for the Fire Department, will start on 02/18/26, Ash Wednesday, and run every Friday through lent. Food will be available from 11:00 a.m. through 6:00 p.m. or until they are sold out.

Executive Session: Ms. Richardson made a motion to move to executive session for the purpose of discussing a contract. Second made by Mr. Schmitt.

Roll Call:

Mr. Evans	Yes
Mr. Connors	Yes
Mrs. Dugmore	Yes
Mr. Schmitt	Yes
Ms. Richardson	Yes
Mr. Maupin	Yes

Motion Carried

Ms. Richardson made a motion to close this executive session, seconded by Mrs. Dugmore.

Roll Call:

Mr. Evans	Yes
Mr. Connors	Yes
Mrs. Dugmore	Yes
Mr. Schmitt	Yes
Ms. Richardson	Yes
Mr. Maupin	Yes

Motion Carried.

Ms. Richardson then made a motion to enter into another executive session to discuss a confidential matter, seconded by Mrs. Dugmore.

Roll Call:

Mr. Evans	Yes
Mr. Connors	Yes
Mrs. Dugmore	Yes
Mr. Schmitt	Yes
Ms. Richardson	Yes
Mr. Maupin	Yes

Motion Carried

Mr. Maupin made a motion to end the executive session for a confidential matter, which was seconded by Mr. Schmitt.

Roll Call:

Mr. Evans	Yes
Mr. Connors	Yes
Mrs. Dugmore	Yes
Mr. Schmitt	Yes
Ms. Richardson	Yes
Mr. Maupin	Yes

Motion Carried

Executive Session ended at 7:15 with no action taken.

Ordinances:

Ordinance 2026-04, and ordinance approving Auditor of State Uniform Accounting Network participation agreement in an amount not to exceed \$5,000.00, authorizing the Mayor and Fiscal Officer to execute the agreement on behalf of the Village, authorizing the Fiscal Officer to execute the authorized user agreement as part of the agreement, authorizing the Fiscal Officer to select a designee,

authorizing the designee to execute the authorized user agreement to the agreement and declaring an emergency.

Ms. Richardson asked for clarification regarding the reason the Fiscal Officer needs a designee and Mr. Stecker informed her it was standard procedure to have a back up in place.

Ms. Richardson made a motion that Ordinance 26-04 be engrossed and passed, seconded by Mr. Schmitt. Roll Call:

Mr. Evans	Yes
Mr. Connors	Yes
Mrs. Dugmore	Yes
Mr. Schmitt	Yes
Ms. Richardson	Yes
Mr. Maupin	Yes

Resolutions:

Resolution 1126, a resolution to enter into a traveling clerk contract.

Mr. Schmitt made a motion that Resolution 1126 be engrossed and passed, seconded by Mr. Maupin.

Motion Carried Roll Call:

Mr. Evans	Yes
Mr. Connors	Yes
Mrs. Dugmore	Yes
Mr. Schmitt	Yes
Ms. Richardson	Yes
Mr. Maupin	Yes

Motion Carried

Old Business: None

New Business: None

The next regularly-scheduled meeting of Bellaire Village Council will be held in Council Chambers on 02/18/26 at 5:00 p.m.

Motion Mr. Schmitt, second Mr. Maupin, voice vote, motion carried.

Meeting adjourned at 7:30 p.m.

Date: \_\_\_\_\_

\_\_\_\_\_  
Robert Dodrill, Mayor

\_\_\_\_\_  
Ginny Favede, Fiscal Officer

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Clerk of Council