

Minutes

November 9, 2021

1. **Opening of Meeting**

Mr Rajagopal called the meeting to order at 6:00pm.
All Trustees and Fiscal Officer were present.

2. **Executive Session 6:00 PM**

Mr Milz recommended the board go into executive session in accordance with ORC section 121.22 (G)(1) to discuss the employment and compensation of public employees and also in accordance with ORC section 121.22 (G)(3) to discuss pending or imminent litigation with the township attorney and also in accordance with ORC section 121.22(G)(8) to consider confidential information relating to specific business strategy and to discuss negotiations with other political subdivisions respecting requests for economic development assistance.

Motion Mr Unger, Seconded Mr Rajagopal

Vote - Mr Unger - Yes, Mr Rajagopal - Yes, Mr Wahlert - Yes
Mr Rajagopal called the meeting back to order at 7:00pm. All Trustees and Fiscal Officer were present.

Mr Milz had nothing to report from the executive session.

Mr Baker joined the board in executive session.

3. **Pledge of Allegiance 7:00 PM**

All recited the Pledge of Allegiance.

4. **Meditation (Moment of Silence)**

Mr Rajagopal wanted to take time during this holiday season to give thanks for the beautiful county which we live in and all the gifts that God has given us.

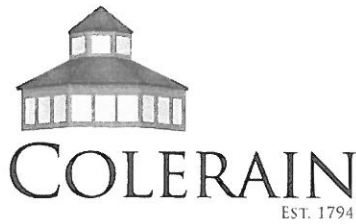
5. **Fiscal Office – Approval of Minutes**

Request approval of the minutes from the board of trustees meeting on October 26, 2021.

Motion Mr Unger, Seconded Mr Rajagopal. All voted Yes.

Minutes approved.

6. **Presentations**



- a. Presentation by Chief Walls Introducing and Swearing-In Newly Promoted Employees

Chief Walls introduced and administered the Oath-of-Office to the department's newest Career Firefighters:

- ☐ Brandan Barnes
- ☐ Zack May
- ☐ James Riley
- ☐ Toni Vandegraft
- ☐ David Wegman

Fire Lieutenants:

- ☐ Brandon Cable
- ☐ Rick Williams

all of whom were approved for promotion during the October 26, 2021 Board Meeting

- b. Presentation by Dan Gerard about Colerain Police Staffing Study Findings. Study commissioned earlier in 2021 to review staffing levels within Police Department. Dan Gerard discussed the staff study findings with the Board of Trustees. Conclusion of the study shows the following:

Most US police departments allocate 60% of sworn employees to uniformed patrol functions. Current Colerain Township Police Department staffing meets this standard.

If the Colerain Township Police Department increases the patrol staffing as outlined, they also need to increase non-patrol staffing (to maintain the 60% standard)

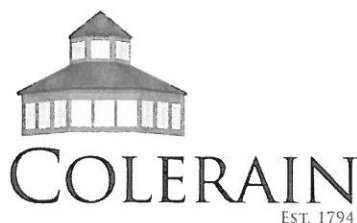
IACP (66% obligated time): 63 sworn officers for the entire agency.

FSS (50% obligated time): 83 sworn officers for the entire agency.

The complete study findings can be found in the agenda packet on line.

- c. Presentation by Jeff Weckbach Recognizing Participants of Careers in Government Day

As part of the 2021 Strategic Plan, the Township worked with the Northwest Local School District to create a one-day educational event on potential careers in local government. This event was an opportunity for Colerain to provide the students with a unique perspective on the jobs of our employees and to provide these juniors and seniors with some additional perspective as they contemplate their next step of enroll,



enlist, or employ. The students were able to participate in a live police simulation, learn about our fleet maintenance, see a fire fighting demonstration, and learn what it takes to keep our roads in working order. Below is a list of all of the students that participated and that we would like to recognize for participating in the events:

□ Teacher: Emily Jacknewitz □ Devonte □ Malichi □ Donovan □ Ryan □ Aayusha
□ Kylie □ Tavion □ Jaelin □ Joshua □ Ashika □ Wyatt □ Diesiah □ Bethany
□ Kenneth □ Jack □ Xander

Discussion -

Mr Rajagopal - Thank you Jeff. It's great to have a vision to get the youth involved.

Mr Wahlert - I teach government and it's service to the community and it's important to instill that early.

Mr Unger - Thank you to all for the program.

d. Presentation by Jeff Weckbach on the Niagara Traffic Calming Results

A presentation was given by Assistant Administrator Weckbach outlining the results of the traffic calming experiment on Niagara.

The complete traffic calming study can be found in the agenda packet on line.

Discussion:

Mr Unger - The fact that this was on a curve might be an effect on the study. If you put speed tables out on a competitive bid I think you'll find it's a little different than if the Township did it ourselves.

Mr Rajagopal - I did get a chance to travel Niagara St and I think it did help with the speeding. If we did permanent speed bumps could we use the community block grant?

Mr Weckbach - Yes, but it would take away from something else from infrastructure.

Mr Wahlert - Do we know which one is worse, what level, which level if they're statistically significant? Or if it was a matter of chance?

Mr Weckbach - I didn't test for statistical significance.

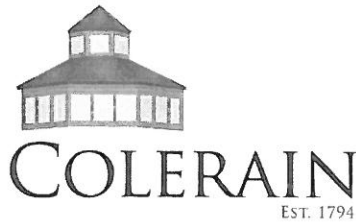
Mr Wahlert - I'm struck by the speed cushions versus the signs. I think there's a clear difference. It's just a matter of, you know, I bet if there was a sign and a cushion it would be even, it's just a matter of degree. Can the signs be moved once they're put it?

Mr Weckbach - The signs are the easiest option to move.

e. Presentation by Chief Denney Introducing and Swearing-In a Newly Hired Police Officer Nick Weber

Chief Denney introduced and administered the oath of office to newly hired Police Officer Nick Weber.

f. Presentation by Geoff Milz Recognizing Steve Conn as the Employee of the



Quarter

Battalion Chief Steve Conn continues to be a role model for innovation, pride, connectedness and hard work which are four of the six core values of township employees. His work on the station branding effort demonstrated a great deal of innovation, it connected our employees with the Township's neighborhoods and bolsters employee and resident pride in their Fire & EMS Department. It took a great deal of effort and for that we are appreciative and happy to recognize Chief Conn with the distinction of Employee of the Quarter for the third quarter of 2021. Geoff Milz recognized Steve Conn as Employee of the Quarter.

7. Citizens Address

Greater Northbrook (Connie, Lori, Lora) - We need more police. Please support that. Team up to green up. I don't know if everyone has heard about that. You can adopt a block so please step up and clean up. There is a food drive for Taylor Elementary. We're trying to fill a police car with items. There is a tree at 2642 Ontario that is getting ready to fall. We want to thank Jackie O'Connell on the work she has done and we appreciate her. Ex-Trustee Greg Insco is walking across America and anything we can do to get a shout out to Colerain, that would be great.

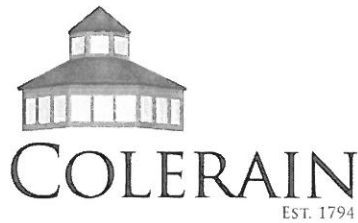
Martha - The speed is going from Stadia up to Niagara.

Rich McVay - We've been talking about traffic calming for five years and I still don't know what you're going to do. Trustee Unger brought up a good point about being able to do this with asphalt. Asphalt speed bumps work all over the country. What is the expected time to install a sidewalk from Abbytown to Pleasant Run School? What steps have you taken relative to installing a sidewalk on Joseph Rd? When do you expect to have new sidewalks installed between Poole and the Administration Building? When do you expect to have a sidewalk installed between Colerain and Loralinda? These things are in your strategic plan. When do you plan to have a solution implemented for dumping at donation boxes? When do you expect to have a new sign installed over I-275?

8. Administrative Reports

Chief Walls - For the month of October we had 802 EMS incidents, 176 fire incidents, 37 runs into the Springfield Twp area, one significant fire loss of \$80,000 on Poole Rd. The average response time was 5:30.

Chief Denney - In October our officers responded to 3886 calls for service. Just shy of 37,000 (36,549) calls for the year. Officers arrived at emergency calls within 2.3 minutes, conducted 85 traffic stops resulting in 6 OVI arrests. We had 4 uses of force and 9 pursuits. We made 111 physical arrests. Code enforcement processed 10 violations,



bringing their yearly total to 263. We conducted 10 abatements and referred 10 cases to housing court. In response to Mr McVay's question "if we do nothing"? The answer is increased response times, resident frustration, increase in crime, allowing victimization of our residents. You'll see an updated organizational chart, that is there because I have decided to retire in September, 2022.

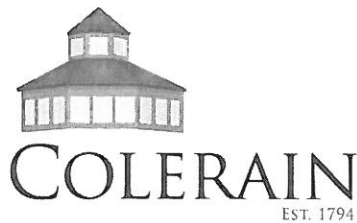
Mr Weckbach - Park visitors were down. Most of it is being driven by Clippard Park. As you recall, we eliminated the cut through there. Colerain Park, however was up quite a bit from prior years. I attribute some of that to the goats in the park and the opening of the playground this summer. Also, the pickleball court is completed and open.

9. **Trustees' Report**

Mr Unger - I've been out to a lot of places. I had a disturbing call that an organization is out there offering to buy properties from residents who are behind on their property taxes. We can't have people harassing our residents. I would ask Mr Milz to find out what we need to do to make the Litter Laborer position be full time. I spoke to Mathew 25 Ministries about the donation bin at White Oak Christian Church. There is some overhead utility work going on at the I-275 overpass. Regarding Mr McVays's questions. Regarding traffic calming on Niagara. As I've said so many times, we don't talk outside of meetings and that's by design. We heard the report this evening. I think it would be valuable to put in permanent asphalt. Regarding installing a sidewalk on Joseph Rd. We would need the condo association to give us a construction easement and they have refused to do that for years. We can't just go onto their property with equipment. Regarding completion of the Rumpke property and when will that take place? I don't know if there any active projects. Mr Milz - We actively submit 3 RFI's per month and to date we haven't found one that wants to be here just yet.

Mr Wahlert - State of Ohio are hiring CDL drivers for 500 snow plow driver jobs. Reminder that "Pack the Cruiser" is Nov 19th. Regarding artwork around the Northbrook area. I know around the summer they are very active in recruiting high school students to come in to do it. This is some very good news to me. Mr Milz sent a copy of our last insurance, I don't what you call but the claim, or summary of our last year before we decided to self-insure, to give you an example of, and I know that Mr Weckbach and Mr Milz have worked tirelessly on this. Our premium last year was \$2.29million. The claims were \$887,000. So, based on last year's numbers alone, this in \$1.4million less than the premium. What that means for us, what it looks like, in a practical way, is \$1.4million additional that can be, either put into the general fund or used in the budget or that can bring some of the improvements that we've been talking about. I'm so happy that we made this switch.

Mr Rajagopal - I want to emphasize that the founders of Colerain built a beautiful place. They never envisioned that parts of Colerain would become a dumping ground. I have about a month and a half left. I'll work hard. They want to bring the firing range to



Colerain on East Miami River Road. On the other side of town, they want to expand the Rumpke dump. Think about our children. Do they want to grow up and see the garbage mountains? I have an opportunity to bring up these issues during my remaining time here.

10. New Business

Public Safety

a. Resolutions (Three) Permitting the Disposal of Obsolete Property

Chief Denney recommends ADOPTION of Resolution #93-21, 94-21 and 95-21.

Rationale: These vehicles were impounded vehicles left unclaimed.

Resolution #93-21 Motion Mr Wahlert, Seconded Mr Unger.

No discussion. Vote - Mr Unger - Yes, Mr Rajagopal - Yes, Mr Wahlert - Yes.

Resolution passes.

Resolution #94-21 Motion Mr Wahlert, Seconded Mr Rajagopal.

No discussion. Vote - Mr Unger, Yes, Mr Rajagopal - Yes, Mr Wahlert - Yes.

Resolution passes.

Resolution #95-21 Motion Mr Wahlert, Seconded Mr Unger.

No discussion. Vote - Mr Unger - Yes, Mr Rajagopal - Yes, Mr Wahlert - Yes.

Resolution passes.

b. Motion to Accept Bureau of Justice Assistance Grant for Ballistic Vests

Chief Denney recommends ADOPTION of the Motion.

Rationale: The Bureau of Justice Assistance has awarded the Colerain Police Department a grant for \$5,045.10 to use as reimbursement for the purchase of ballistic vests. This grant will reimburse the Township 50% of the cost to purchase of 11 ballistic vests in 2022.

The grant list is available in the agenda packet online.

Motion Mr Wahlert, Seconded Mr Unger

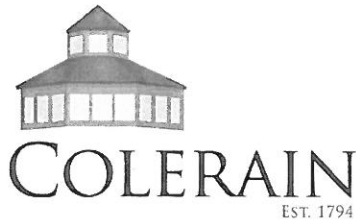
No discussion. All voted Yes. Motion approved.

c. Resolution Declaring Nuisance and Ordering Abatement

Chief Denney recommends ADOPTION of Resolution # 96-21.

Rationale: This resolution allows for the removal of uncontrolled vegetation and/or refuse at the following properties:

9247 Coogan 510-0053-0143-00



3261 Deshler 510-0102-0215-00
9711 Dunraven 510-0041-0187-00
2511 Mariposa 510-0051-0023-00
9871 Marino 510-0041-0035-00
3436 Niagara 510-0102-0048-00
2479 Ontario 510-0051-0016-00
10213 Pottinger 510-0113-0196-00
5971 Sheits 510-0241-0031-00
3165 Windsong 510-0052-0608-00

All properties that are abated by the Township will have their property taxes assessed in order to reimburse the Township for the abatement services. This resolution and the Township's abatement process comport with the Ohio Revised Code for nuisance violations.

Motion Mr Unger, Seconded Mr Wahlert.

No discussion. Vote - Mr Unger - Yes, Mr Rajagopal - Yes, Mr Wahlert - Yes.

Resolution passes.

d. Resolution Declaring a Junk Motor Vehicle

Chief Denney recommends ADOPTION of Resolution #97-21.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 5971 Sheits Rd., Cincinnati, OH 45252 – Parcel ID 510-0241-031-00: 1. Silver, Volkswagen, Beetle, 2001, OH N/A 2. Tan, Toyota, Camry, 1997, OH HUK-8744

Motion Mr Wahlert, Seconded Mr Unger

No discussion. Vote - Mr Unger - Yes, Mr Rajagopal - Yes, Mr Wahlert - Yes.

Resolution passes.

e. Resolution Declaring a Junk Motor Vehicle

Chief Denney recommends ADOPTION of Resolution #98-21.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 3308 Deshler Dr., Cincinnati, OH 45231 – Parcel ID 510-0102-0180-00: 1. Tan, Jeep, Cherokee, 1997, OH GUL-4984 2. White, Chevrolet, van, 1995, OH HST-1386

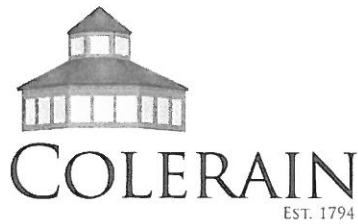
Motion Mr Rajagopal, Seconded Mr Unger

No discussion. Vote - Mr Unger - Yes, Mr Rajagopal - Yes, Mr Wahlert - Yes

Resolution passes.

f. Resolution Declaring a Junk Motor Vehicle

Chief Denney recommends ADOPTION of Resolution #99-21.



Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 3060 Windsong Dr., Cincinnati, OH 45251 – Parcel ID 510-0052-0622-00: 1. Tan, Toyota, Sienna, 2003, OH HSX-9210

Motion Mr Rajagopal, Seconded Mr Wahlert

No discussion. Vote - Mr Unger - Yes, Mr Rajagopal - Yes, Mr Wahlert - Yes
Resolution passes.

g. Resolution Declaring a Junk Motor Vehicle

Chief Denney recommends ADOPTION of Resolution #100-21.

Rationale: To Declare and Order Abatement of the Junk Motor Vehicle at the Following Property 2569 Bellbranch Ct., Cincinnati, OH 45231 – Parcel ID 510-0021-0351-00: 1. White, Chevrolet, Malibu, YEAR (N/A), OH EQQ-8283 2. Red, Ford, Explorer, YEAR (N/A), OH EDY-4697.

Motion Mr Wahlert, Seconded Mr Unger

No discussion. Vote - Mr Unger - Yes, Mr Rajagopal - Yes, Mr Wahlert - Yes.
Resolution passes.

h. Resolution Declaring a Junk Motor Vehicle

Chief Denney recommends ADOPTION of Resolution #101-21. Rationale: To Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 9711 Dunraven Dr., Cincinnati, OH 45251 – Parcel ID 510-0041-0187-00: 1. White, Toyota, Avalon XL, 1998, OH GKL-3947.

Motion Mr Wahlert, Seconded Mr Unger

No discussion. Vote - Mr Unger - Yes, Mr Rajagopal - Yes, Mr Wahlert - Yes
Resolution Passes.

Public Services

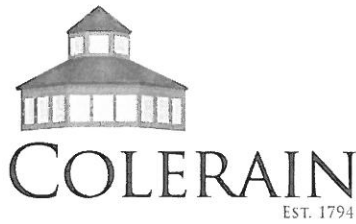
Development

Administration

a. Resolution Adopting Amended Appropriations

Mr McElravy recommends ADOPTION of Resolution #102-21.

Rationale: This Resolution would adjust appropriations in three funds. In Fund 2911



(Parks), this Resolution would increase appropriations by \$33,079.59, to \$1,878,643. Earlier in 2021, a Township Parks vehicle was struck by a motorist and subsequently totaled. This appropriation increase will allow the Township to purchase a replacement vehicle at a cost of \$33,079.59. The Township's insurance company will be submitting a check to the Township in the amount of \$33,079.59 to defray the costs of this purchase. The Township will use existing appropriations to cover the difference between the cost of the vehicle and the reimbursement check. In Fund 2261 (Law Enforcement Trust), this Resolution would decrease appropriations by \$168,991.54, to \$173,000. This reduction is necessary as receipts from the courts and the DEA have been less than anticipated due to closures related to COVID-19. In Fund 2272 (CARES- State of Ohio), this Resolution would increase appropriations by \$3,988.85, to \$98,505, to allow for the reallocation of additional public safety salaries and related benefits, and for staff to close out the fund before the end of the calendar year.

Motion Mr Unger, Seconded Mr Rajagopal

Discussion:

Mr Rajagopal - did they ever find the person who struck our vehicle?

Mr Milz - They were on scene. I don't believe they had insurance.

Vote - Mr Unger - Yes, Mr Rajagopal - Yes, Mr Wahlert - Yes.

Resolution Passes.

Motion Accepting the Proposal of Prochamps for Vacant and Foreclosed

- b. Registry Administrative Services and Authorizing the Township Administrator to Execute Agreement

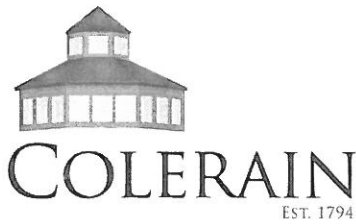
Mr Milz recommends ADOPTION of the Motion.

Rationale: On September 28, 2021, the Board of Trustees issued a Request for Proposals for the administration of the Township's vacant building maintenance license (VBML) and vacant foreclosed property registry (VFPR) programs. The Township received two proposals: one from Prochamps and one from Milberg. Staff evaluated both proposals and concluded that the Prochamps proposal represents the "lowest and best" proposal. For a fee of \$100 per registration and license, Prochamps proposes to administer both programs. As the Board is aware, the minimum charge for a VBML license is \$900 and the registration fee for VFPL is \$500. Prochamps has a demonstrated track record of providing service to over 300 communities throughout the country and has been doing so for over 10 years. While Milberg proposed to offer their services for a fee of \$50 per registration, their experience appeared to be heavily focused on communities outside of the continental United States and with county-level governments, which leads to staff's conclusion that while they propose to provide the service at a lower cost, Prochamps experience was compelling enough to make them the "lowest and best" proposer.

The complete proposal is available in agenda packet online.

Motion Mr Rajagopal, Seconded Mr Unger

Discussion:



Mr Unger - Every property eventually changes hands. I would make sure we have a mechanism to handle that.

Mr Milz - There is an appeals process and exemptions.

Mr Wahlert - My concern is case law served on Prochamps to which they are a defendant. I'd like to table this.

Mr Rajagopal withdraws the motion.

Motion to table Mr Wahlert, Seconded Mr Unger

All voted Yes. Motion tabled.

- c. Motion to Set a Special Organizational Trustee's Meeting for Tuesday, January 4, 2022 at 7:00pm at 4200 Springdale Road

Mr Milz recommends ADOPTION of the Motion.

Rationale: Typically, the Board of Trustees holds a special organizational meeting on the first Tuesday of January to consider organizational business.

Motion Mr Wahlert, Seconded Mr Unger

No discussion

All voted Yes. Motion passes.

- d. Motion to Purchase 2022 Ford Ranger - Parks

Mr Milz recommends ADOPTION of the Motion.

Rationale: This purchase will allow the Township to replace the Ford Ranger that was totaled and is tied to the amended appropriations resolution found earlier on the agenda. The cost of the vehicle is \$33,079.59.

Motion Mr Wahlert, Seconded Mr Rajagopal.

No Discussion.

All voted Yes. Motion passes.

- e. First Reading - 2022 Strategic Plan and Budget Book

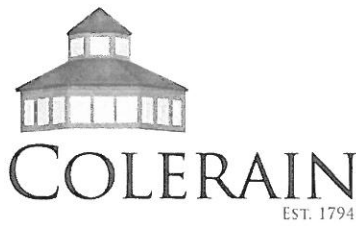
Staff presented a draft of the 2022 Strategic Plan and Budget. Following the presentation, staff will post the 2022 Strategic Plan and Budget to the website. It is anticipated that the Trustee's will consider adopting the Strategic Plan and Budget at their December meeting.

Mr Baker gave an update on the year-end budget. Some of the details are as follows:

Revenues - All funds: \$40.5M

Expenses - All funds: \$39.8M

Net Surplus - All funds: \$0.7M



Fund Overview:

General Fund: Set to increase over the next five year period. This is a significant improvement from prior years and is a result of debt service falling off the books and the decision to no longer continue with the rental of the community center for weddings. This was an annual loss of approximately \$400,000.

Roads: The balance of these funds are set to increase over the next five years and the township is making additional investments in roads by upping the annual spend from \$1.2M to \$1.9M.

Fire: This fund is following the plan outlined by the five-year levy and is cycling up in the beginning years to be followed by a draw down in the out years.

Police: Based on current projections, the five-year levy adopted in 2014 will be able to be extended through 2024, essentially making a five-year levy last ten years.

Mr Milz gave an update on the 2022 strategic plan and budget book.

11. Old Business

a. Resolution Accepting Copper Creek Ln. as a Colerain Township Road

Ms O'Connell recommends ADOPTION of Resolution #103-21.

Rationale: The Hamilton County Engineer acts as the Township's engineer in all new developments. As per the Rules and Regulations of the Office of the County Engineer. Governing the Surface Physical Improvements for Private Developments Within Unincorporated Areas of Hamilton County, once the Hamilton County Department of Planning and Development confirms the developer has met the County's specifications and said developer requests the road be turned over to the Township, the Township then accepts the roadway. The developer has made the request to turn over Copper Creek to the Township and has confirmed all specifications have been met. The Board of Trustees opted to table this resolution at the September 28th, 2021 meeting and October 26, 2021 meeting.

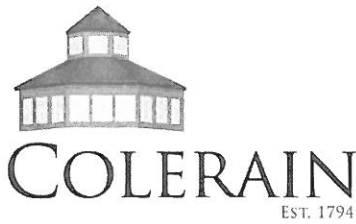
The complete road report is available in the agenda packet online.

Motion Mr Unger, Seconded Mr Wahlert

Discussion:

Mr Unger - I've watched that street since it was first constructed. There are some items on it that needed to be repaired and they were done in the last 12-14 months. I still see the deviations in the street that will need to be repaired in the future and that will be reflected in my vote.

Mr Wahlert - We reached out to the county regarding questions on this and the way that the ORC says, I guess we have to have a motion but it doesn't matter if it passes or not. And the request that we made was hey can you hold off before you take it over to the auditor to declare it and accept it, because we have some questions we'd



like to have answered with regard to the condition. So we set up a meeting for last Friday. We arrived and were told that it's already been declared and accepted and they didn't know why we were there. So that's the level of the cooperation we've received from the county and that will be reflected in my vote.

Mr Rajagopal - I drove the road and I still see construction going on and the equipment being driven up there. If we accept it, there still will be ongoing construction. We're going to spend thousands of dollars to take care of the road.
Mr Milz - The repairs will be done before the bond period.

Vote - Mr Unger - No, Mr Rajagopal - No, Mr Wahlert - No
Resolution Fails.

b. Resolution Adopting Budget and Revenue Policy

Mr Milz recommends ADOPTION of Resolution #104-21.

Rationale: This item was tabled at the October 26, 2021 meeting. In order to accommodate the request of the Trustees, this policy has since been modified to provide Fiscal Officer approval on any line item transfers within a particular Fund. Budget, Revenue and Expense Policy is available in agenda packet on line.

Motion Mr Wahlert, Seconded Mr Unger

No Discussion:

Vote - Mr Unger - Yes, Mr Rajagopal - Yes, Mr Wahlert - Yes.

Resolution Passes.

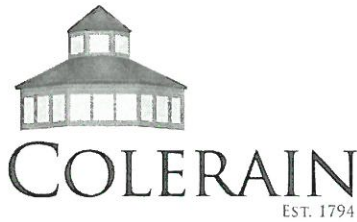
12. Consent Items

a. New Hire - Police Officer - Police Department

The position of Police Officer was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individual: Blake Wallace. The wage for this job is \$25.48 per hour for 40 hours per week. Contingent upon Board approval, he would be eligible to begin work on November 10, 2021. The new hire authorization form is available in the agenda packet on line.

b. Contract - Cellebrite - Police Investigative Tool

This contract provides our police investigators with an investigative tool. The Cellebrite quote is available in the agenda packet on line.



c. Contract - Cincinnati Bell - Right of Entry

This agreement with Cincinnati Bell allows them a right of entry on township property for the installation of equipment that will provide public wifi to Chuck Palm Park.

Mr Milz recommends approval of all consent items.

Motion Mr Unger, Seconded Mr Wahlert.

All voted Yes. All consent items approved.

13. **Fiscal Office Report**

We've received 25 public records requests since our last meeting. We'll be working diligently to fulfill those in the next few days.

Also, I attended a concert at the Fairfield Community Arts Center. It's a fantastic venue with restaurants in the surrounding area. I think it would be great to have something like that in Colerain Township.

14. **Executive Session – if needed**

Not needed

15. **Adjournment**

Motion to adjourn Mr Wahlert, Seconded Mr Unger

All voted Yes

Meeting adjourned at 9:52pm.

Fiscal Officer

Trustee

Trustee

Trustee