

Minutes

December 14, 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, including the potential promotion of employees and also in accordance with ORC section 121.22 (G)(3) to discuss pending or iminent litigation with the township attorney and also in accordance ORC section 121.22 (G)(2) to consider the sale of township property 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 and also in accordance with ORC section 121.22 (G)(4) to discuss collective bargaining sessions with public employees concerning their compensation.

Motion Mr Unger, Seconded Mr Rajagopal.

Vote - Mr Unger - Yes, Mr Rajagoapl - 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 executive session.

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

All recited the Pledge od Allegiance.

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

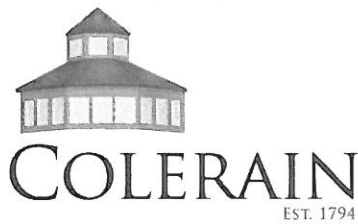
Mr Rajagopal asked for prayers for all of those affected by the terrible tornado a few days ago and to continue to pray for our country.

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

Mr Wahlert requested to rise with an item of personal privilege.

Mr Wahlert - It has been an outstanding privilege over the past 2 years and four years for some. We decided to present Mr Rajagopal with your own gavel, and I love you like a brother and I've learned so much from you. Hopefully you can look back on these days as you're watching on television and think, I'm glad I'm home.

Mr Rajagopal - It was a great privilege and honor to serve as Trustee for this beautiful Colerain Township. Thank you.



Motion for approval of the minutes from the 11-9-21 Board of Trustees Meeting.
Motion Mr Unger, Seconded Mr Wahlert
All Voted Yes. Minutes Approved.

Motion to remove item C from the agenda Mr Unger, Seconded Mr Wahlert.
No Discussion. All voted yes. Item C was removed from the agenda.

6. Presentations

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

Chief Walls introduced and administered the Oath-of-Office to the department's newest EMS Captain: Eric Dauer. Captain Dauer was approved for promotion during the October 26, 2021, Board Meeting.

- b. Presentation by Chief Denney Introducing and Swearing-In a Newly Hired Police Officer Blake Wallace

Chief Denney introduced and administered the Oath of Office to Blake Wallace.

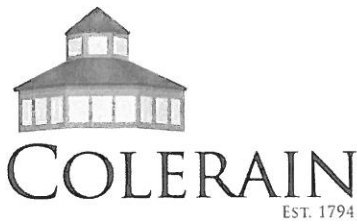
- c. Public Hearing on Case ZA2021-07 a Text Amendment Related to Mobile Food Service Uses

Removed from the agenda.

7. Citizens Address

Kathy Mohr - Questions on the agenda. On the special assessment policy for road repairs. Is the board going to change it's policy so the residents will have to pay for repairs? Regarding the organizational chart on the agenda, I'd like to know if there were any changes to the job descriptions in the chart? I want to thank Geoff Milz for reading the contract price in the last meeting. Regarding the advancement of township funds, community development grant, if you're paying for it through the community block fund will it be reimbursed by the residents? Regarding the merit pool? Do we have an economic development employee yet? I would like to thank Raj for your dedication to the township.

Bruce Peirano - Wished everyone a Merry Christmas and prosperous new year. Regarding branding service. The township has a history of surveys and whatever. At least this one is only \$39,000 instead of \$100,000. Some people here want to be West Chester and we're never going to be West Chester. I realize these things are trends.



Dawn S. Howard Williamson - The reason I'm here is more of a personal reason. I have a neighbor that doesn't like me too much. I've lived in Colerain Township for 35 years. This neighbor has an issue with me, I don't have an issue with her. I had two vehicles taken from my property, in my driveway. I got tagged for those cars and I thought I had handled the situation. I would like the opportunity to get items from the vehicles.

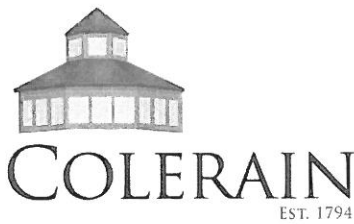
Lori McMullin - Is there anything we can do to help her? Can we give her cars back? First of all, Merry Christmas and Happy New Year. Raj, I know we gave you a gift already, but I'm going the fun route. We gave you a pickleball hat and pickle socks and cup. Thank you for being a trustee that has been out in the trenches. Thank you, you will be missed.

Stephanie Wright - There were a couple of properties recently purchased by the CIC or transferred to the CIC. They were going to be listed for sale. It still has not been transferred and I'm making sure it's still in the works. There is a trash abatement item on the agenda. My concern is that we've already hired a company that was a failure. And it's falling along the same path as the false alarms. I really hope this is something that is followed through. I was wondering when the positions you are appointing to the board of zoning appeals and the zoning commission were posted on the township's website. Is the board or the administration making this decision? I also see the item on the agenda regarding Rumpke. Who has the township been using? Thank you Raj for four years of honesty and respect for Colerain Township.

Christine Henson - I'm here on behalf of the Colerain Historical Society. We would like to thank Trustee Rajagopal for his dedication the past four years. During his 4 years as trustee, he's continually promoted projects and programs to make Colerain Township a better place to live, work and play. He's supported our neighborhoods, our businesses and our organizations. He's a regular volunteer at most community events. The Historical Society is looking forward to welcoming Raj as the newest member of our board of directors.

Christine Frieberg - I just wanted to say thank you Raj for four years. I remember listening to Mike Allen on 700 WLW on election night four years ago and him saying, "Colerain Township could not have a better trustee serving them", and I could not agree more. Thank you for your service.

Rich McVay - Thank you Raj for your service. I consider you a friend, you know that. I think you've set a high bar for trustees relative to the compassion you have shown for the residents. I wish you the best. I'm glad you took the mobile first item off the agenda. I think it's a terrible idea. There's no revenue and you have additional costs. I'm not sure who put the Rumpke item together but I pay \$10/month per container and this looks like it's \$140/month. If these things are being put by bus stops, you guys should bill SORTA. Your police department expenditures are up about 15%. Your Fire/EMS expenditures are



up about 30%. Even with pulling the insurance cost down. Asking the residents to fund there own roads is a terrible idea. That doesn't make any sense.

8. **Administrative Reports**

Mr Milz - I'll start by answering as many of these questions as I can here; Ms Mohr had a question about the special assessment for roads, and I think Mr McVay referred to it as well. It's really important to know this isn't the way we intended to fund the roads. Right now we're on about a 60 year replacement schedule for our roads. Some residents ask, when is the township going to fix my road? Often times they're not on the list. This is a way for you and your neighbors, if you would like, to opt into a program where by you and your neighbors pay for half of the cost of the road, that would bump your road to the top of the list. Are homeowners paying for sidewalk? If the resident would like to contract with a certain vendor, they can submit that under a special assessment. Do we have an economic development director? Not yet, but I anticipate that will change very soon. Ms Wright asked about properties not being transferred. That is frustrating for us. The paperwork has been filed, it's just a matter of the auditor making that change. Regarding the question of when the positions for the zoning and zoning appeals board was posted. They were posted for a long time. There was also a CERKL article on it. Regarding the question on Rumpke. This is an addendum to our current contract. This adds 10 street cans.

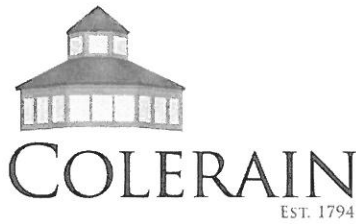
I'd like to reflect on 2021 and the things we've accomplished, which I'm very proud of. We have adopted a new comprehensive plan for Colerain Township and that was a very big deal. We completed the Colerain Playground. We have our first pickle ball courts. We have our first cricket pitch. We received a sidewalk grant for Pippin Rd and the design work is being done right now. At the end of this year we will have zero general obligation debt. We received an AA1 credit rating. Our Police fund will make it 10 years on a 5 year levy.

Chief Walls - For the month of Nov. we had 767 EMS incidents, 145 Fire incidents, 29 calls into Springfield Twp. Our response time avg 5:27.

Chief Denney - For November we had 3505 calls for service. This puts us just over 40,000 for the year. We had 86 traffic stops resulting in 9 OVI's. The average emergency call response time was 2.7 minutes. We had 1 use of force. Thank you to Raj for everything you've done over the last 4 years.

Detective Cordie - regarding year end code enforcement. Detective Cordie gave a six month update on Environmental Crime Investigations and code enforcement.

Jeff Weckbach - We've received a grant to cover costs for our intern. The park visitorship was down primarily to discontinuing the cut through at Clippard Park. Colerain Park was up 20% due to the goats in the park and the new playground.



9. Trustees' Report

Mr Rajagopal - I wanted to congratulate Cathy Ulrich and Dan Unger on their victories. It has been a great privilege to work with Trustees Matt and Dan. We have a great administration, great Police and Fire Departments. I'm really proud of Colerain Township. We have a rich heritage. Thank you to the citizens of Colerain for giving me these four years to help Colerain. I'll continue to work for the residents of the township and make it a great place to live. Thank you for the plaque and gavel. I loved serving Colerain Township for 4 years.

Mr Wahlert - The next meeting we'll have 5 new speed signs. Merry Christmas and Happy New Year to everyone. I've learned so much in two years from Raj. I gained a real understanding to be humble and empathetic at the same time. I'll be calling you for advice.

Mr Unger - Congratulations Raj on your work and success for Colerain. The speed meters that Matt is interested in, I agree. I think they do make a difference. Thank you to those that gave me another 4 years to serve you. It is absolutely imperative that we will be debt free. To me, that's the biggest accomplishment to get the township out of debt. Merry Christmas to everyone.

10.

New Business

Public Safety

- a. Motion to Authorize Township Administrator to Enter into Agreement with ProAlert for Fire Suppression System Monitoring

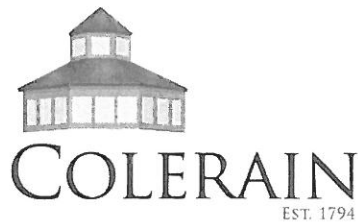
Chief Walls recommends ADOPTION of the Motion.

Rationale: The attached quote from ProAlert is to provide upgrades to the existing communicators for the fire suppression systems at the Impound Lot, 4300 Springdale, 4200 Springdale, and 4160 Springdale. This contract also covers the ongoing monitoring and testing of the newly upgraded equipment. This agreement is for five years and a total of \$18,696 over the five year period.

Motion Mr Unger, Seconded Mr Wahlert

No Discussion. All voted Yes. Motion approved.

- b. Motion Authorizing the Township Administrator to Release a Request for Proposals for Trash Abatement Services



Chief Denney recommends ADOPTION of the Motion.

Rationale: Currently, when the Board of Trustees declares a trash nuisance, our Code Enforcement staff undergoes a procurement process that involves soliciting three proposals each time trash abatement services are needed. With this RFP, we are seeking proposals for trash abatement services to reduce the amount of time between the declaration of the nuisance and the abatement and to identify the best possible price for the service. The RFP is available in the agenda packet on-line.

Motion Mr Wahlert, Seconded Mr Unger

Discussion:

Mr Unger - Upon award I would suggest to award it to more than one vendor. I'm afraid if we have just one vendor, and they're busy it would be a time issue.

Mr Milz - We'll look at the language to make sure that's not an issue.

All voted Yes. Motion Approved.

c. Resolution Declaring Nuisance and Ordering Abatement

Chief Denney recommends ADOPTION of Resolution #105-21.

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

2823 Brampton 510-0041-0502-00

9830 Crusader 510-0041-0101-00

6662 Daleview 510-0350-0155-00

2848 Glenaire 510-0052-0596-00

2848 Glenaire 510-0052-0664-00

9936 Loralinda 510-0112-0206-00

2710 Haverknoll 510-0011-0263-00

8371 Jackies 510-0061-0024-00

9975 Marino 510-0041-0048-00

3178 Palmrya 510-0052-0505-00

8285 Pippin 510-0061-0401-00

3515 Redskin 510-0111-0114-00

8240 Royal Heights 510-0061-0149-00

10123 Season 510-0113-0030-00

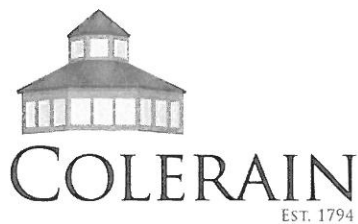
10032 Sturgeon 510-0044-0157-00

8798 Venus 510-0062-0023-00

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 Wahlert, Seconded Mr Unger

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



Resolution passed.

d. Resolution Declaring a Junk Motor Vehicle

Chief Denney recommends ADOPTION of Resolution #106-21.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 2710 Haverknoll Dr Silver, Honda, Pilot, year (N/A), No Plates.

Motion Mr Wahlert, Seconded Mr Unger

No Discussion

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

Resolution Passed.

e. Resolution Declaring a Junk Motor Vehicle

Chief Denney recommends ADOPTION of Resolution #107-21.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 2848 Glenaire Dr. Red, Dodge, Dakota, year (N/A), No plates.

Motion Mr Wahlert, Seconded Mr Unger

No Discussion.

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

Resolution Passed.

f. Resolution Declaring a Junk Motor Vehicle

Chief Denney recommends ADOPTION of Resolution #108-21.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 3001 Niagara St. Brown, GMC, van, year (N/A), OH GSP 3783.

Motion Mr Wahlert, Seconded Mr Unger

No discussion

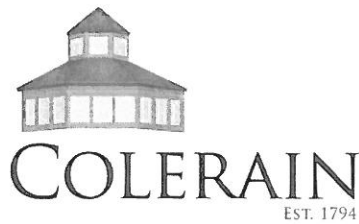
Vote Mr Unger - Yes, Mr Rajagopal - Yes, Mr Wahlert - Yes

Resolution Passed.

g. Resolution Declaring a Junk Motor Vehicle

Chief Denney recommends ADOPTION of Resolution #109-21.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 3345 Deshler Dr. Black, Dodge, 4x4 Truck, year (N/A), tags (N/A).



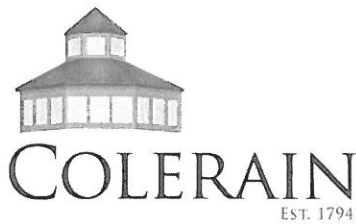
Motion Mr Wahlert, Seconded Mr Unger
No Discussion.
Vote - Mr Unger - Yes, Mr Rajagopal - Yes, Mr Wahlert - Yes
Resolution Passed.

h. Resolution Declaring a Junk Motor Vehicle
Chief Denney recommends ADOPTION of Resolution #110-21.
Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 9975 Marino Dr Dark, Toyota, Truck, 1994, VIN 4TARN01P4RZ200355.
Motion Mr Wahlert, Seconded Mr Unger.
No Discussion.
Vote - Mr Unger - Yes, Mr Rajagopal - Yes, Mr Wahler - Yes.
Resolution Passed.

i. Resolution Declaring a Junk Motor Vehicle
Chief Denney recommends ADOPTION of Resolution #111-21.
Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 10028 Crusader Dr Tan, Jeep, Cherokee, year (N/A), OH FRH-4915.
Motion Mr Wahlert, Seconded Mr Unger.
No Discussion.
Vote - Mr Unger - Yes, Mr Rajagopal - Yes, Mr Wahlert - Yes.
Resolution Passed.

Public Services

- a. Motion to Issue a Request for Bids for the 2022 Road Program
Mr Weckbach recommends ADOPTION of the Motion.
Rationale: The 2022 Road Program has been assembled by Public Services. The following roads are recommended for repair in 2022:
- ☐ Baytowne Dr
 - ☐ Cella Dr
 - ☐ Deer Hollow
 - ☐ Greenhaven Ct
 - ☐ Jodylynn Ct
 - ☐ McGill Ln
 - ☐ Merrittview Ln
 - ☐ Montezuma Dr



- ☐ Quaker Ct
- ☐ Regal Ln
- ☐ Swissvale Ct
- ☐ Wheatfield Dr

Consistent with past practice, Public Services is proposing that all streets in the 2022 Road Program receive a minimum of a two-inch mill of the current surface and two-inch fill with new liquid asphalt. The total depth of mill and fill will vary slightly in different areas of each street. These streets will also receive new curbs and needed repairs to storm basins. Once approved, we will release for bid the next business day with a planned bid opening of January 3, 2022.- The contract can be found in the agenda packet on-line.

Motion Mr Unger, Seconded Mr Rajagopal

Discussion:

Mr Wahlert - Looking at the request, starting at 1-22, I don't know a final punch list, November of 22. It's odd because they're not going to penalize us because they're late. Is there a penalty for them if this thing stretches out?

Mr Weckbach - It hasn't been something we've done because of the limited contractors out there. So when you start doing that, your bids start coming in higher.

Mr Wahlert - Does that take away some of our leverage if we don't have a penalty?

Mr Unger - It's pretty standard practice

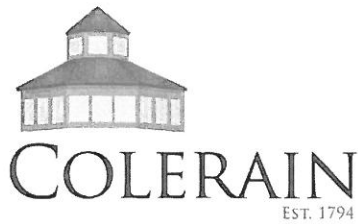
Mr Weckbach - We've been using the county specs for years.

All voted Yes. Motion Approved.

b. First Reading - Resolution Adopting Special Assessment Policy

At the October 26, 2021 Board of Trustee meeting, a discussion was held regarding potential funding sources to further existing road program dollars. In response to this discussion, staff has drafted the attached policy for consideration. This policy would provide residents with an opportunity to impose a special assessment on their property that would defray the cost of road repavement over a ten-year period. The policy is drafted to mirror the existing process for the establishment of a lighting district (which is set by ORC) and conforms with other ORC requirements. This policy does not require any Trustee action, it simply provides the Trustees and residents with another tool to assist with the repavement of roads. From a high level, staff weighed two different methods to structure the policy: - Costs would be based on a percentage of the total project cost, spread by property frontage - Costs would be based on a particular assumed millage for each household - Costs would be evenly distributed per home on the street. While there are pros and cons to each method, staff seeks direction on any potential changes from the Board of Trustees on the drafted policy.

Discussion:



Mr Wahlert - On the petitions, who counts a signature?
Mr Weckbach - The property owner.
Mr Wahlert - Is it one if it's owned by two or is it one signature?
Mr Weckbach - Both property owners have to sign off to count for one.
Mr Rajagopal - This road program, how would you convey this info to the residents?
Mr Weckbach - If we decided to adopt a policy like this, I would envision that we would put a specific page on our website that would explain how this would work.
Mr Unger - The process on a county road that doesn't have sewer service, if they want to have a petition to want a sewer installed, they have to ask every resident yes or no question and turn in a sheet and it takes 51% of the residents.

Development

- a. Motion to Approve 2022 Meeting & Submission Dates for the Zoning Commission

Mr Milz recommends ADOPTION of the Motion.

Rationale: The Board of Trustees approves the schedule of the Zoning Commission. Dates available in agenda packet.

Motion Mr Wahlert, Seconded Mr Unger

No Discussion. All voted Yes. Motion approved.

- b. Motion to Approve 2022 Meeting & Submission Dates for the Board of Zoning Appeals

Mr Milz recommends ADOPTION of the Motion.

Rationale: The Board of Trustees approves the regular meeting schedule of the Board of Zoning Appeals.

Motion Mr Wahlert, Seconded Mr Rajagopal

No Discussion. All voted Yes. Motion approved.

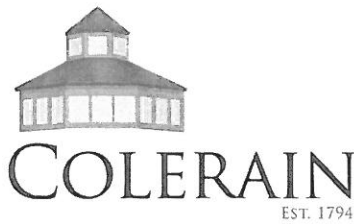
- c. Motion to Appoint Members to the Board of Zoning Appeals

Mr Milz recommends ADOPTION of the Motion.

Rationale: Staff recommends approval of a motion to appoint the following two members to the Board of Zoning Appeals due to the expiration of terms: That Kevin Willson be appointed into the primary Board Member position for a 5-year term which will expire December 31, 2026.

Motion Mr Unger, Seconded Mr Wahlert.

No Discussion. All voted Yes. Motion Approved.



d. Motion to Appoint Members to the Zoning Commission

Mr Milz recommends ADOPTION of the Motion

Rationale: Staff recommends approval of a motion to appoint the following two members to the Zoning Commission due to the expiration of terms: That Al Grote be re-appointed into the primary Board Member position for a 5-year term which will expire December 31, 2026. That Mr. Tim Bachman be appointed into the alternate Board Member position for a 2-year term which will expire December 31, 2023.

Motion Mr Unger, Seconded Mr Wahlert.

No Discussion. All voted Yes. Motion approved.

e. Motion to Adopt the Recommendation of the Zoning Commission on Case
ZA2020-01 Related to the Regulation of Mobile Food Service Uses

The item was not needed.

Administration

a. Resolution Adopting Temporary Appropriations for 2022

Mr Milz recommends ADOPTION of Resolution #113-21.

Rationale: By adopting the temporary appropriations, expenditures can continue effective January 1, 2022. The attached resolution contains appropriations sufficient to carry out the items described in the strategic plan and budget book. Total expenses in this budget are contemplated to equal \$39,846,696.21.

Motion Mr Unger, Seconded Mr Wahlert

Discussion:

Mr Unger - The Ohio Public Works Commission Breezy Way fund 4409. Do you know what that is?

Mr Milz - That is a zero interest loan made through the Ohio Public Works Commission.

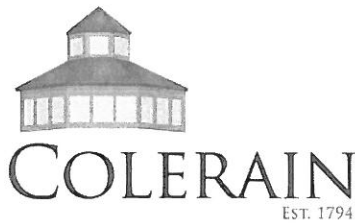
Mr Rajagopal - We're down almost \$1 Million. What was the cause for that?

Mr Milz - A lot of our big capital projects drive that, such as road work, grant money, COVID money. Those are always Million dollar fluctuations.

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

Resolution Passes.

b. Resolution Adopting Organizational Chart And Job Descriptions



Mr Milz recommends ADOPTION of Resolution #114-21.

Rationale: Attached to this document is the formal table of organization for the Township that aligns with the 2022 Strategic Plan & Budget Book. It includes updated job descriptions for all roles. Below is a summary list of changes that were made to job descriptions for 2022: - New Description Created: Communications Specialist - New Description Created: Assistant Police Chief - Pay Band Updates: Changes were made to many pay bands based on a recent salary survey. - Minor updates to other job descriptions to coincide with changing roles related to the restructure of various departments. The organizational chart can be found in the agenda packet online.

Motion Mr Wahlert, Seconded Mr Rajagopal

Discussion:

Mr Wahlert - I think it might have been Ms Mohr that mentioned, I we could put like the revision dates on the job descriptions. I know it comes within the packet, but if you look at it I think, stand alone, to know when this was last revised.

Mr Rajagopal - You added a communication specialist. It's still up to the board?

Mr Milz - It authorizes the administrator to hire for that position.

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

Resolution Passes.

- c. Motion To Establish A Merit Pool Of \$91,218.24 and Authorize the Administrator to Grant Raises for Non-Union Township Employees

Mr Milz recommends ADOPTION of the Motion.

Rationale: In Colerain Township, all employees can be divided into those who collectively bargain for their salary and benefits and those who do not. For those employees who do not use union-representation and do not collectively bargain, any increase in compensation is based on two factors: 1) their performance compared to others within the organization and 2) their salary compared to the salary of others with the same job in our region. Each year the board of trustees establishes a merit-pool for non-contract raises to be distributed by the administrator based on the factors listed above. This year's merit pool calculation includes the cost of fringe benefits such as employer obligation retirement contributions, medicare, and workers compensation costs. The \$91,218.24 represents a 3% merit pool.

Motion Mr Unger, Seconded Mr Rajagopal

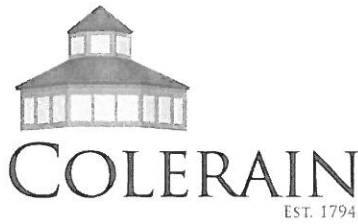
Discussion:

Mr Unger - When I started here 4 years ago this didn't include that figure did not include benefits.

Mr Milz - Yes that is correct. These figures do.

Mr Wahlert - There's a number of rubrics. It's not a randomness.

All voted Yes. Motion approved.



- d. Motion Authorizing the Township Administrator to Execute an Addendum to a Contract with Rumpke

Mr Milz recommends ADOPTION of the Motion.

Rationale: This addendum extends our contract with Rumpke for waste hauling services from our township facilities and portolet service at our park facilities, and adds ten street cans along Colerain Ave with weekly trash pick-up service. The term of the proposed addendum ends on December 31, 2024 at a cost of \$1,778.50 per month.

Motion Mr Unger, Seconded Mr Rajagopal

Discussion:

Mr Unger - Picking up cans on Colerain Ave is a dangerous enterprise.

Mr Rajagopal - Rumpke will provide all the cans?

Mr Milz - Yes.

All voted Yes. Motion Approved.

- e. Motion Authoring the Township Administrator to Enter into an Agreement with Guide Studio for Branding Services

Mr Weckbach recommends ADOPTION of the Motion.

Rationale: The Township received two responses to the request for proposals for branding services.

☐ City Champs: \$70,000

☐ Guide Studio: \$39,000

In reviewing the responses, staff is recommending an agreement with Guide Studio as they represent the lowest and best bid. Guide Studio has a proven track record of developing municipal brands across the Midwest, with several examples from Ohio communities. The proposals can be found in the agenda packet on line.

Motion Mr Wahlert, Seconded Mr Rajagopal

Discussion:

Mr Unger - I don't want to be West Chester or any other community and it's the feeling of the administration that this would help.

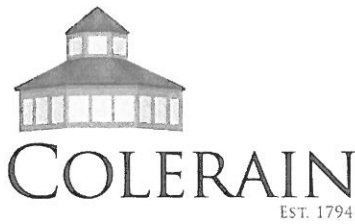
Mr Wahlert - I looked into this pretty deeply. The implementation is key to this.

Mr Rajagopal - This group is going to consult with neighborhood group?

Mr Weckach - both of these proposals have robust engagement in it.

All voted Yes. Motion Approved.

- f. Motion to Appoint Trustee Unger as the representative to the Board of



Directors of the Ohio-Kentucky-Indiana Regional Council of Governments and Administrator Milz as the Alternate Member.

Mr Milz recommends ADOPTION of the Motion.

Rationale: Trustee Unger has been the representative since January 2018. Mr. Milz has been the alternate since 2016.

Motion Mr Wahlert, Seconded Mr Rajagopal

No Discussion:

All voted Yes. Motion Approved.

- g. Motion to Accept Ohio Plan's Proposal for Property and Casualty Liability Insurance

Mr Milz recommends ADOPTION of the Motion.

Rationale: Our property and casualty liability insurance broker, Hylant, brought us the attached proposal from the Ohio Plan for property and casualty liability insurance for 2022. The overall total cost, including premiums, Ohio Plan fees and credits, and including Hylant's flat compensation, comes in at a 5.5% increase. This is a favorable rate given the current market conditions and the loss ratio which the Township is operating under. The increase in our premiums is from \$249,774 in 2021 to \$263,617 in 2022. The proposal can be found in the agenda packet online.

Motion Mr Rajagopal, Seconded Mr Wahlert.

No Discussion. All voted Yes. Motion Approved.

- h. Motion to Set a Public Hearing- Dunlap Grove Lighting District - January 11, 2022 at 7pm at 4200 Springdale Road

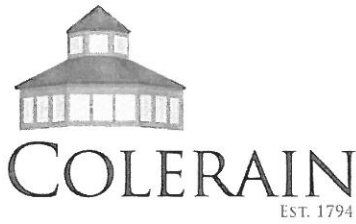
Mr Milz recommends ADOPTION of the Motion.

Rationale: As part of the Dunlap Grove Development, the developer is seeking to install street lighting at their expense. Per Duke Energy, the on-going costs of the street lights would need to be transferred to the property owners in the development through the establishment of a lighting district. Per ORC, the Trustees are required to hold a public hearing on this potential new lighting district before action can be taken.

Motion Mr Wahlert, Seconded Mr Rajagopal.

No Discussion. All voted Yes. Motion Approved.

- i. Motion to Set a Public Hearing - Hunters Ridge 2021 Lighting District - January 11, 2022 at 7pm at 4200 Springdale Road



Mr Milz recommends ADOPTION of the Motion.

Rationale: As part of the Hunters Ridge Development, the developer is seeking to install street lighting at their expense. Per Duke Energy, the on-going costs of the street lights would need to be transferred to the property owners in the development through the establishment of a lighting district. Per ORC, the Trustees are required to hold a public hearing on this potential new lighting district before action can be taken.

Motion Mr Wahlert, Seconded Mr Rajagopal

No Discussion. All voted Yes. Motion Approved.

- Motion to Set Public Hearing - Sidewalk Maintenance Assessments - Portions of
j. Arborwood, Grovewood, and Springdale - January 11, 2022 at 7pm at 4200 Springdale Road

Mr Milz recommends ADOPTION of the Motion.

Rationale: Historically, sidewalks along Colerain Township streets have been maintained by the adjacent property owner. Any defects or maintenance issues with the sidewalks (or driveway aprons) are considered property maintenance violations under the Township's Property Maintenance Code and are to be corrected by property owners. In 2020, the Township conducted its first phase of the Sidewalk Maintenance Program, funded through CDBG dollars. In 2021, the Township was awarded grant money from CDBG for phase two of this program. After issuing a request for bids, the Township received two bids for the reconstruction of the sidewalks associated with this project. The contract with the successful bidder is contemplated later in this agenda item. This public hearing provides residents with an opportunity to discuss potential assessments that will be issued related to the project. This public hearing is required by state law prior to the Trustee action related to an assessment. The affected residents were sent a letter with information about the program and were provided with the opportunity to complete the work themselves. If the resident desired to complete the work, they were required to have a right of way permit pulled and work started prior to July 13, 2021. Attached is a list of addresses that are contemplated as part of this project with assessment amounts. These assessments are spread over a five year timeframe in equal amounts.

Motion Mr Wahlert, Seconded Mr Rajagopal.

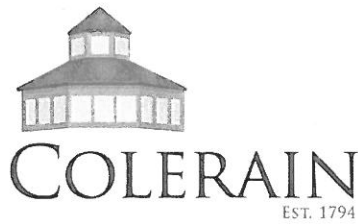
No Discussion. All voted Yes. Motion Approved.

- k. Resolution Authorizing the Adoption of Amended Appropriations for the Year 2021

Mr McElravy recommends ADOPTION of Resolution #115-21.

Rationale: This resolution authorizes the amendment of appropriations in Fund 2261, the Law Enforcement Trust Fund.

Motion Mr Unger, Seconded Mr Rajagopal



No Discussion:

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

Resolution Passed.

l. Resolution Authorizing the Advancement of Township Monies- CDBG

Mr McElravy recommends ADOPTION of Resolution #116-21.

Rationale: Urban Fast Forward is continuing its work with the residents of Groesbeck on a strategic reinvestment plan for the neighborhood. The plan is funded through Community Development Block Grant funding from Hamilton County. This funding is provided on a reimbursement basis, so it is necessary to advance \$7,500 from the General Fund to Fund 2908- Community Development Block Grant in order to pay the vendor and seek reimbursement from the county. The advance will be returned upon receipt from the county.

Motion Mr Rajagopal, Seconded Mr Unger

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

Resolution Passed.

m. Resolution Repealing Resolutions 61-13 and 62-13 and Creating a Registration of Foreclosing Mortgaged Property and Vacant Property

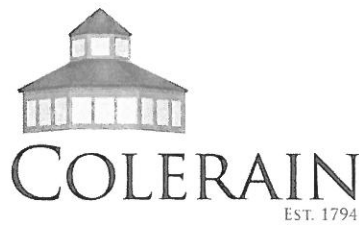
Mr Milz recommends ADOPTION of Resolution #117-21.

Rationale: In 2013, the Board of Trustees established two programs for fighting blight and vacancy resulting from the housing crisis and the great recession. Those resolutions were modeled after the first generation of vacant and foreclosed resolutions used by many local governments across the country. Staff has recommended using ProChamps as our vendor for administering the vacant and foreclosed resolutions. In consultation with ProChamps and our Law Director, staff recommends repealing and replacing the original resolutions with one new resolution that implements the modern best practices in protecting the health, safety and welfare of our community from the negative impacts of foreclosure and vacancy. Staff recognizes that properties that are vacant, foreclosed, and properties in the process of foreclosure can lead to a decline in community and property value; create nuisances; lead to a general decrease in neighborhood and community aesthetics; create conditions that invite criminal activity; and foster an unsafe and unhealthy environment.

Motion Mr Rajagopal, Seconded Mr Wahlert

Discussion:

Mr Unger - We discussed this at length and my concern is residential property



eventually becomes vacant. You've assured me how this works.

Mr Milz - We've tried before and the difference between MuniReg and this company is experience.

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

11. Old Business

a. Motion to Adopt the 2022 Strategic Plan & Budget

Mr Milz recommends ADOPTION of the Motion.

Rationale: One goal of this administration is to align our financial resources with the work we want to accomplish. This means that we must understand the priorities of our trustees and residents, articulate those priorities clearly - in the form of a strategic plan - and then align the financial resources of the township - in the form of a budget - to accomplish the priorities. This document articulates our organization's goals, strategic initiatives and summarizes our budget for 2022. The 2022 Strategic Plan and Budget Book can be found on our website or by clicking here.

Motion Mr Rajagopal, Seconded Mr Wahlert

Discussion:

Mr Unger - I believe there is an item in there about solar and I am not in favor of that. Solar wouldn't work at night.

Mr Milz - There would be 5 votes to get to that.

Mr Rajagopal - This is a fantastic thing happening for Colerain Township.

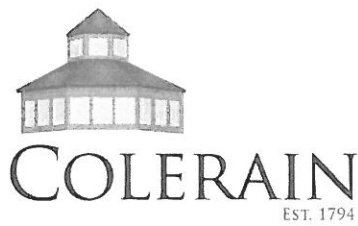
All voted Yes. Motion Approved.

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. At their meeting on November 9, 2021, the Board moved to table consideration of the matter to the December 14, 2021 meeting so that questions could be answered about the agreement. The term of the agreement would be for one year with a 30 day cancellation notice. There would be no out of pocket cost, ProChamps would be paid a portion of the fees collected.

Motion Mr Unger, Seconded Mr Rajagopal

No Discussion. All voted Yes. Motion Approved.

12. Consent Items

a. New Hire - Maintenance Worker - Public Services

The position of Maintenance Worker was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individual: Dominic Bosch. The wage for this job is \$21.00 per hour for 40 hours per week. Contingent upon Board approval, he would be eligible to begin work on December 15, 2021.

b. New Hire - Reserve Police Officer - Police Department

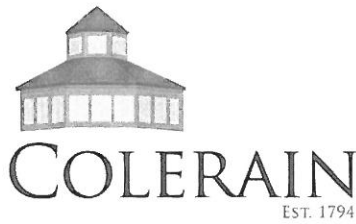
James Neil, former Hamilton County Sheriff. The wage for this job is \$0.00 per hour for 0 hours per week. Contingent upon Board approval, he would be eligible to begin work on December 15, 2021. The wage for this job is \$0 per hour for 0 hours per week. The position of Reserve is intended to serve the Township in an "as needed" basis. Reserve officers are able to assist at events and may also cover open patrol positions as needed. The Township, in turn, holds the officer's Ohio Peace Officer Certification.

c. Status Change - Records Clerk to Police Cadet - Police Department

Records Clerk Kristin Bernecker, currently at \$17.43 per hour, will be reassigned to the role of Police Cadet at \$15.00 per hour as she completes the police academy.

d. 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: Kristin Bernecker. The wage for this job is \$25.48 per hour for 40 hours per week. Contingent upon successful completion of the police academy, a psychological and medical evaluation and successful completion of the State of Ohio certification exam. Upon Board approval, she would be eligible to begin work on June 1, 2022.

e. 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: Heather Mason. 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 December 15, 2021.

f. 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: Denny Lopez-Roblero. The wage for this job is \$25.48 per hour for 40 hours per week. Contingent upon Board approval, she would be eligible to begin work on December 15, 2021.

g. 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: Brandon Merz. 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 December 15, 2021.

h. Promotion - Civilian Supervisor - Police Department

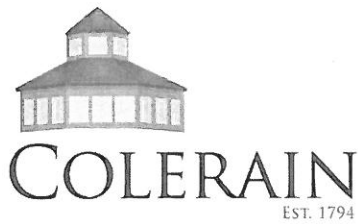
Kelley Hopewell to Civilian Supervisor. The wage for this job is \$23.00 per hour for 40 hours per week. She will also retain her role of Accreditation Manager.

i. Promotion- Impound Lot Clerk - Police Department

Staff recommends the promotion of Paula Adkins to Impound Lot Clerk. The wage for this job is \$20.00 per hour for 40 hours per week. She would retain her role as a records clerk as well.

j. Promotion - Property Room Manager - Police Department

Kristin Stenger to Property Room Manager. The wage for this job is \$22.00 per hour for 40 hours per week. She will maintain her role as a Records Clerk as well.



k. Contract - CERKL - Communications Platform

CERKL is the digital platform for the township's electronic newsletter.

Motion to approve consent items A-K Mr Unger, Seconded Mr Wahlert.
All voted Yes. Consent items A-K are approved.

l. Donation Acceptance - Police Department - \$300.00

Colerain Township Police Department is grateful for a \$300.00 donation from Trustee Wahlert in appreciation of their service to our community.

m. Donation Acceptance - Department of Fire & EMS - \$300.00

Colerain Township Department of Fire & EMS is grateful for a \$300.00 donation from Trustee Wahlert in appreciation of their service.

Motion to approve consent items L and M Mr Unger, Seconded Mr Rajagopal
Vote - Mr Unger - Yes, Mr Rajagopal - Yes, Mr Wahlert - Abstain.
Consent items L and M are approved.

n. Donation Acceptance - Administration - \$100

Colerain Township Administration is grateful for a \$100 donation from Meijer to support our annual employee appreciation luncheon.

o. Donation Acceptance - Police Department - \$1,000

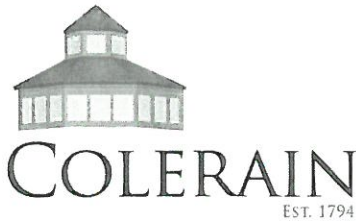
Colerain Township Police Department is receiving a donation from Home Depot in the form of American Express gift cards in the amount of \$1,000.

p. Donation Acceptance - Department of Fire & EMS - \$15,000.00

Colerain Township Department of Fire & EMS is grateful for a \$15,000.00 donation from the Joseph family in appreciation for "everything you and your team do every day".

q. Donation Acceptance - Police Department - \$6,000.00

Colerain Township Police Department is grateful for a \$6,000.00 donation from the Joseph family in appreciation for "everything you and your team do every day".
Motion to approve consent items N-Q Mr Unger, Seconded Mr Rajagopal



All voted Yes. Consent items N-Q are approved.

13. Fiscal Office Report

We fulfilled our 300th public records request this week and we have 4 remaining. I wanted to say that it's been an absolute honor to work with you, Mr Rajagopal, over the last two years. When I first started here, you sort of took me under your wing at the OTA meeting in Columbus and introduced me to people that have been very helpful to me these past two years. I appreciate everything you've done. The best thing about it is that you and Ryna have become friends, great friends of the Baker family. And that isn't dependent on any kind of vote. You will always be our friend and we think of you very closely. You're really good at what you do. You're a great public servant and I hope this isn't the last we see of you.

14. Executive Session – if needed

Not needed.

15. Adjournment

Motion to adjourn Mr Unger, Seconded Mr Wahlert

All voted Yes

The meeting adjourned at 9:53pm.

Fiscal Officer

Trustee

Trustee

Trustee