

Minutes

January 11, 2022

1. **Opening of Meeting**

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

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

Mr Milz recommended the board of trustees 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 discuss negotiations with other political subdivisions respecting requests with economic development assistance.

Motion Mr Unger, Seconded Ms Ulrich.

Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes.

Executive session convened at 6:02pm

Mr Wahlert 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 7:00PM** - Lead by Cub Scout Pack 24 attached to St. James Church in White Oak.

All recited the Pledge of Allegiance.

Meditation (Moment of Silence)

4. Mr Wahlert asks that our Maker help guide the board of trustees through the decisions that will be made during the meeting.

Approval of Minutes

5. Approval of minutes of the December 14th, 2021 Board of Trustees Regular meeting.

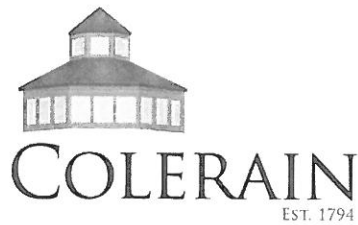
Motion Mr Unger, Seconded Mr Wahlert.

Vote - Ms Ulrich - Abstain, Mr Unger - Yes, Mr Wahlert - Yes. Minutes Approved

Approval of minutes of the December 23rd, 2021 Board of Trustees Special meeting.

Motion Mr Unger, Seconded Mr Wahlert.

Vote - Ms Ulrich - Abstain, Mr Unger - Yes, Mr Wahlert - Yes. Minutes Approved



Approval of minutes of the January 4th, 2022 Board of Trustees Organizational meeting.
Motion Mr Unger, Seconded Ms Ulrich. All voted Yes. Minutes Approved.

6. Presentations

- a. Presentation by Chief Walls Department of Fire & EMS 2021-2026 Strategic Plan

Chief Walls gave an overview of the Department of Fire & EMS 2021-2026 Strategic Plan. Highlighting some of the main points.

The strategic plan is available in the agenda packet online.

Discussion:

Mr Unger - Thanks Chief. I took the report home and read it. One of things I'd like to comment on is, people view fire departments as going out and responding to incidents and I think we do a great job of going out into the community. For instance, I sent you information about a lady who was unable to reach her make detector to change the batteries and your department went out and helped her.

Chief Walls - Those things point to our values and customer service.

Ms Ulrich - The community really does appreciate it.

Mr Wahlert - It seems like family more than customer service. I love the fact that you encourage the people in the department to be reflective decision makers. I'm very happy and appreciative of that and I think the Colerain citizens are as well.

7. Public Hearings

- a. Public Hearing - Dunlap Grove Lighting District

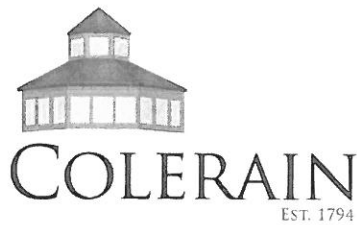
Mr Weckbach recommends ADOPTION of a Motion to hold a public hearing for Dunlap Grove Lighting District.

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 to open public hearing Mr Unger, Seconded Ms Ulrich

All voted Yes. Public hearing opened.

Mr Sollmann swore in Kathy Mohr and Carrie Davis.



Kathy Mohr - As with all lighting districts, once the lighting is on the cost will get assessed to the property owners?

Mr Wahlert - Yes the developer is paying for the lights themselves and the electric for the lights will be assessed to the home owners.

Carrie Davis - I wanted to bring to your attention, I haven't researched this or anything, but this appears to be lighting on private property. The parcels aren't divided up in such a way that the perspective owners have any say in this. It seems like it defeats the petition process.

Motion to close public hearing Mr Unger, Seconded Ms Ulrich

All voted Yes. Public hearing closed.

b. Public Hearing - Hunters Ridge 2021 Lighting District

Mr Weckbach recommends ADOPTION of a Motion to hold a public hearing for Hunters Ridge 2021 Lighting District.

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 to open public hearing Mr Unger, Seconded Ms Ulrich, All voted yes.

Public hearing opened.

No one was present to testify

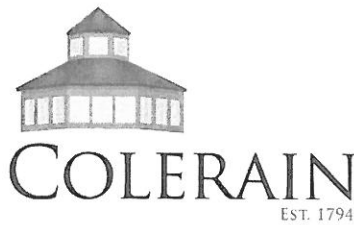
Motion to close public hearing Mr Unger, Seconded Ms Ulrich.

All voted Yes. Public hearing closed.

c. Public Hearing - Sidewalk Maintenance Assessments - Portion of Arborwood, Grovewood, and Springdale

Mr Weckbach recommends ADOPTION of a Motion to hold a public hearing for Sidewalk Assessments.

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 to open public hearing Mr Unger, Seconded Ms Ulrich

Public hearing opened.

Mr Sollmann swore in Carrie Davis.

Carrie Davis - Last week, Dan, you were waving around a paper about foreclosures and we're adding to it. We're supposed to be using those funds for poor people. We are adding money to the debt of the people in that neighborhood. I would like to see you at least waive the interest.

Motion to close public hearing Mr Unger, Seconded Ms Ulrich.

All voted Yes. Public hearing closed.

8. Citizens Address

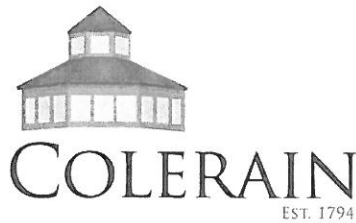
Ralph Gubser - There's a development through Sovereign. If speed becomes an issue because the road is now a cut through, what measures will the township take to deal with it proactively?

Bob Cuffe - Like Ralph was saying, they've done the trailer speed signs and the posted speed tests. There's obviously a history of speed. I wouldn't doubt the attractiveness of using the street as a cut through.

Carrie Davis - A couple things. Mr Milz can you address any steps regarding the County Emergency? You guys promised those on Sovereign that you would work with them before the development was done. Including speed humps. I would ask that you guys schedule a meeting with them. Over a decade of dealing with Rumpke, the Board of Commissioners adopted a measure to have veto power over Rumpke. I was wondering if anyone had a legal opinion as to if the township has a conflict of interest being a part of the solid waste district?

Doris Haubner - I wanted to speak about the Cincinnati Police gun range moving to East Miami River Rd which I'm strongly against. The residents of Colerain Township should have the opportunity to speak out against this. I urge Colerain residents to Google the Cincinnati Police firing range and see how Cincinnati residents feel about the range.

Kathy Mohr - I gave each of you a copy of an invoice for Merkle. Do you think the information is sufficient? According to the minutes, you've had several proclamations. I think proclamations should be included in the minutes. You held an organizational



meeting last week, however transfer of funds and hiring of employees was handled at the meeting and I don't think those things should be decided at an organizational meeting. There is still no policy for donations and gifts.

Rich McVay - regarding benches, as I recall, we previously had a commitment from SORTA's CEO to install 4 benches and trash receptacles in the township. SORTA concedes the need for bus stops with 26 riders to have benches. Bus stops are littered with trash and need trash receptacles. As it now stands, Colerain residents are contributing \$7 million dollars to SORTA. SORTA riders are getting a free ride and they're trashing our neighborhoods and we need to fix that. Moving on. Rumpke odors are in violation of the ORC and our consent decree. Landfills are required to operate and not produce nuisances. And odors are defined as nuisances.

9. **Administrative Reports**

Mr Milz - To answer a question from citizens address, there is a way to directly petition the board to put traffic calming devices like speed bumps, speed tables etc. And that's in our policy book which you can get online.

Mr Wahlert - Mr Milz, perhaps you can say a few words about the design at Sovereign.

Mr Milz - Yes, so it is not going to be a straight shot from Colerain Ave. to Pippin Rd. There will be a knuckle in the road where you'll have to go through a stop sign and go around. Trying to prevent the speed.

Ms Davis asked what steps the township is taking due to the county's state of emergency. That just occurred a couple hours ago so we don't currently have any steps to be taken yet. Did we get a legal opinion as to whether the township has a conflict due to tipping fees from Rumpke? The answer is no we do not have a legal opinion on that.

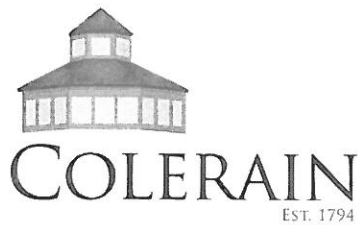
Ms Mohr asked if the invoice from Merkle is sufficient? I don't have a copy in front of me. She also asked if we have established a policy for donations? That is on the agenda tonight.

There is a procedure for hiring in our policy book. Mr Miller, like every other candidate, submitted his resume and application just like everyone else.

Mr Wahlert - could you expand on the gun range.

Mr Milz - So, the board of county commissioners, in particular Commissioner Driehaus, Cincinnati City Council, in particular Vice Mayor Kearney are the two folks leading this charge. They have finally gotten to the point where there are renderings of what the gun range would look like down on East Miami River Rd south of Blue Rock. There is a gun range there now the County operates and this would expand that gun range. It's actually more than just a gun range. There is a skid pad that they would be able to do vehicle training on. There is a canine dog training area. They would like to present those renderings to Colerain Township residents. My hope is to figure out a way to do that soon through a town hall type of meeting.

Mr Milz - We are in the opening of the year mode. Opening lots of PO's and moving the township down the path as to your vision. That is what is taking up most of our time.



Chief Walls - For the month of December, we had 895 EMS incidents , 192 fire incidents , 50 responses into Springfield Township contract area. Our average response time for the arrival of our first unit was 5:37. In comparing 2020 to 2021, we saw an 8% increase in responses. We saw an increase in average response time for first units from 5:15 in 2020 to 5:22 in 2021. We saw a decrease in our first unit on the scene in less than 6:00

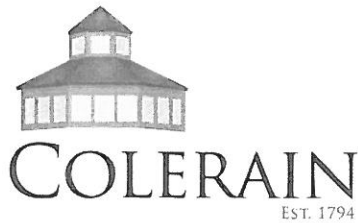
Chief Denney - For the month of December we responded to 3668 calls for service. Our average response time for emergencies was 2.3 minutes. Our officers made 50 traffic stops and made 11 OVI arrests. We had a 6% increase in the number of calls from 2020 to 2021. We had 1100 arrests in 2021 including 95 OVI's. With only 20 uses of force. Our code enforcement officer handled 2297 complaints. Abated 88 and referred 26 to housing court.

Jeff Weckbach - Park visitorship is down. We track at Colerain Park, Heritage Park and Clippard Park. There was a dramatic drop off at Clippard Park due to the elimination of the cut through. There were 124 service requests in 2021. I did want to commend our drivers on the job they're doing on snow runs.

10. Trustees' Report

Mr Unger - Regarding a comment during the citizens' address about "there are no streets in Dunlap Grove". In fact there are. I've driven back there and the curbs are in and the streets are in. As far as the sidewalk assessments, you are compelled to keep up your property. I've paid to replace about 77 feet of my own sidewalk. With this program, we front the money to the homeowner and it is paid back on their tax bill. There was a comment made about "Rumpke produces 54,000 tons of methane gas". To those of us who have taken a tour of the facility, there is a plant back there that captures a lot of the gas and processes it and cleans it and it is estimated that it provides enough natural gas to heat 10,000 homes per year. There was a comment about the "board doesn't care about running over children". Of course, we care about that. It's balderdash to say such a thing. When I was a very young person, I went to the gun range in Lincoln Heights. It was with a cub scout group that taught us gun safety. I think it would be a good thing for any citizen to visit the range and get a sense of how it operates. It is Hamilton County and the City of Cincinnati that will ultimately decide that. Regarding the invoice from Merkle maybe on subsequent invoices they can provide additional information.

Ms Ulrich - I do agree with Ms Mohr that the invoice from Merkle should provide more information. In regards to what Ms Davis said about the financial burden, if you look at the proposed money, the highest amount is \$47 per month. It ranges from \$5 per month to \$47. So, I hope that isn't that much of a financial burden for those people to keep up their property.



Mr Wahlert - regarding citizen comments. Ms Mohr, you're three for three. I too think there could be more information provided on the Merkle invoices. I don't know what the rule is regarding proclamations, but if I got a proclamation, I would probably want it in the meeting minutes. SORTA is a sore subject with the \$7 Million per year cost to Colerain residents. The solution should be to try to get everything we can out of them with grants to try and get some of that money back. I met with Michelle from Solid Waste to talk about the rules and how they applied. I found out a lot of interesting stuff. I can't believe that I've become a recycle guy. She mentioned there is about 20% of people they'll never reach. About 8-10 years ago I was one of those and now I have a recycle bin. I'm meeting on Monday with the Mayor of Florence regarding some of the beautification of Mall Rd. I'd like to thank Mr Baker for informing me of the power outage in the township on Saturday morning at 2:00am. I didn't know it at the time and it was amazing because within an hour we had the Chief of Police, the Chief of Fire, we had Mr Wechbach, Mr Milz. We had everyone finding solutions and my concern was immediately, man, it's cold. And the other concern was there was a long delay when it was reported by our police department and when a crew was dispatched to come out and fix it. We'll be on a conference call this week addressing those concerns with Duke Energy. I don't ever want that to happen again. Also, I do want to increase the speed signs in Northbrook.

Mr Unger asked for additional time to add to his report.

Mr Unger - In response to Ms. Davis wondering why we were not commending her advancement of rules requiring an additional layer of Hamilton County Commissioner approval for any new landfill expansions, regarding the Bond Rd. landfill near the Indiana state line. It seems to me that over the next 30 years, because she was able to affect the Bond Rd landfill expansion, that a lot of trash from southeast Indiana that would have gone to the Bond Rd landfill will now come to Colerain Township instead and, as the mountain grows faster, it will be due to her efforts.

11. New Business

Public Safety

a. Resolution Declaring Nuisance and Ordering Abatement

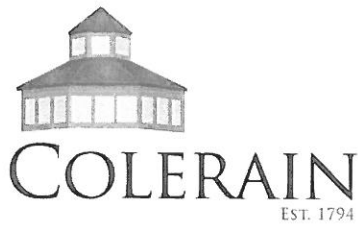
Chief Denney recommends ADOPTION of Resolution #4-22.

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

3396 Blue Rock 510-0081-0202-00

2631 Galbraith 510-0072-0002-00

3091 Galbraith 510-0071-0078-00



9824 Loralinda 510-0041-0021-00

9649 Pippin 510-0052-0022-00

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 Motion Mr Unger, Seconded Ms Ulrich

No Discussion

Vote Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes. Resolution passed.

b. Resolution Declaring Junk Motor Vehicles

Chief Denney recommends ADOPTION of Resolution #5-22.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicles at the Following Property: 3084 West Galbraith Road, Cincinnati, Ohio 45239 Tan, 2011 Chevrolet Malibu (KY) 112-NYT Dark Green, 1997 BMW 740 - no plates Green, 1995 Chevrolet Suburban - no plates

Motion Mr Unger, Seconded Ms Ulrich

No Discussion

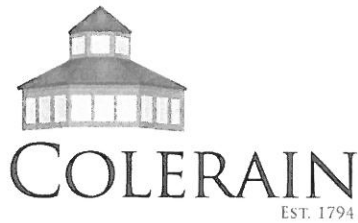
Vote Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes. Resolution passed.

Public Services

a. Resolution Adopting Sidewalk Maintenance Assessments - Portions of Arborwood, Grovewood, and Springdale

Mr Weckbach recommends ADOPTION of Resolution #6-22.

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.

Mr Weckbach - To address some of things that came up during the pubic hearing tonight.

We do not charge interest these. It is a flat charge spread out over five years. All the citizens were notified via letter. Our inspector was on site answering any questions.

Motion Mr Unger, Seconded Ms Ulrich

Discussion:

Mr Wahlert - I'll add to what Mr Weckbach said, you can get it done yourself as long as you do it within the guidelines.

Vote Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes. Resolution passed.

- b. Motion Authorizing Township Administrator to Execute a Grant Agreement with SORTA for Bus Pull Offs

Mr Weckbach recommends ADOPTION of the Motion.

Rationale: In late 2021, the Township was notified that their grant request from SORTA to install four bus pull offs along Colerain Avenue was approved. Attached is the draft agreement from SORTA. The Township will be awarded \$385,082 for construction of the bus pull offs and the total project is estimated to cost \$585,068. The Township's contribution to the project is \$199,986 and is included in the 2022 Temporary Appropriations Budget. The grant agreement is available in the agenda packet on line.

Motion Mr Unger, Seconded Ms Ulrich

Discussion:

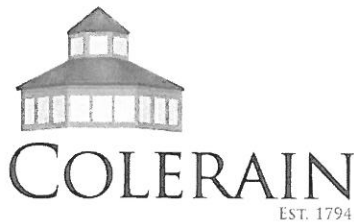
Mr Unger - I had a conversation with you about this. I agree that traffic on Colerain Ave is a huge problem. If we can get buses off to the side, it will certainly speed up traffic. This was also identified in the KZF report as one of the improvements.

Mr Wahlert - I agree. I think this is an outstanding opportunity.

All voted Yes. Motion Approved.

- c. Motion Authorizing Township Administrator to Execute a Contract with Adleta Construction for the 2022 Road Program

Mr Weckbach recommends ADOPTION of the Motion.



Rationale: The Township posted the 2022 Road Program online through Bid Express and received four responses:

- ☐ Adleta Construction: \$1,893,692.29
- ☐ R.A. Miller Construction Co.: \$2,028,018.35
- ☐ Prus Construction Co.: \$2,297,633.00
- ☐ John R. Jurgensen Co.: \$2,500,557.70

The engineer's estimate for this project was \$1,756,552.60. All of the bids exceeded the posted engineer's estimate. The engineer's estimate is developed by the estimated quantities needed for the project combined with the estimated rate per quantity. Staff recommends approval of the motion with the intent of utilizing the non-committed cape sealing dollars to cover the difference from the engineer's estimate to the actual quote of the lowest bidder. Alternatively, the Trustees could consider rejecting all bids and issuing a new bid packet with fewer streets. The streets listed for the 2022 road program include:

Baytowne Dr
Cella Dr
DeerHollow
Greenhaven Ct
Jodylynn Ct
McGill Ln
Merrittview Ln
Montezuma Dr
Quaker Ct
Regal Ln
Swissvale Ct
Wheatfield Dr

The contract is available in the agenda packet online.

Motion Mr Unger, Seconded Ms Ulrich

Discussion:

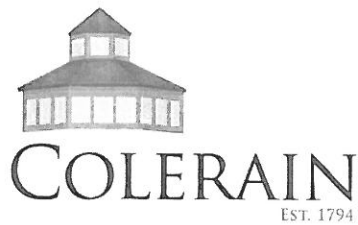
Mr Unger - Yes, the cape sealing process is a valuable maintenance tool. We can preserve some roads that are in their midlife situation.

Mr Weckbach - We typically build in contingencies for these projects.

Mr Wahlert - I think we're facing significant headwinds regarding the big difference in the bid amounts. We have to do the best we can. I am an anti-deferred maintenance. At some point, someone has to pay for that deferred maintenance.

All voted Yes. Motion Approved.

Development



- a. Motion Setting Public Hearing on Case ZA2021-07 Text Amendment for Mobile Food Service Uses on February 8, 2022 at 7PM

Mr Milz recommends ADOPTION of the Motion.

Rationale: This text amendment provides rules for the operation of mobile food service uses (food trucks) in the Township.

Motion Mr Unger, Seconded Ms Ulrich

No Discussion. All voted Yes. Motion Approved.

- b. Motion Setting Public Hearing on ZA2021-09 Zoning Map Amendment for 3545 - 3547 Springdale Road on February 8, 2022 at 7PM

Mr Milz recommends ADOPTION of the Motion.

Rationale: This map amendment proposes to change the zoning district for the property located at 3545 - 3547 Springdale Road.

Motion Mr Unger, Seconded Ms Ulrich.

No Discussion. All voted Yes. Motion Approved.

- c. Motion Setting Public Hearing on Case ZA2022-01 a Text Amendment Regulating Charitable Donation Containers on February 8, 2022 at 7PM

Mr Milz recommends ADOPTION of the Motion.

Rationale: This text amendment would provide rules for the placement of donation bins throughout the township.

Motion Mr Unger, Seconded Ms Ulrich.

No Discussion. All voted Yes. Motion Approved.

- d. Motion to Appoint Member to the Board of Zoning Appeals

Mr Milz recommends ADOPTION of the Motion.

Rationale: Staff recommends approval of a motion to appoint the following alternative member to the Board of Zoning Appeals due to the expiration of terms:

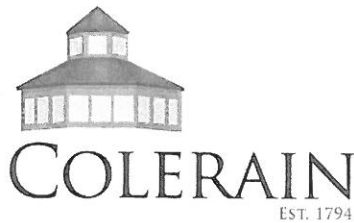
☐ Claire Schafer be appointed into the alternate Board Member position for a 2-year term which will expire December 31, 2023.

Motion Mr Unger, Seconded Ms Ulrich.

Discussion:

Mr Wahlert - Mr Milz, can you go through the process of how this selection was made?

Mr Milz - Anyone interested would submit an application online. Some years members resign and some years their term ends. So, every year there are positions that



are available.
All voted Yes. Motion Approved.

Administration

a. Resolution to Establish Dunlap Grove Lighting District

Mr Milz recommends ADOPTION of Resolution #7-22.

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 adopt a resolution to establish this lighting district. This development is still going through the final subdivision process and the assessment list will be available once the parcels are fully subdivided and established.

Motion Mr Wahlert, Seconded Ms Ulrich

Discussion:

Mr Unger - Earlier in the meeting a resident stated that there were no streets in Dunlap Grove. I have gone over there and looked at it and the curbs are in and the streets are in. If there is a time to put this in, it's now.

Ms Ulrich - I agree and I don't think there is anyone who would move in there and say, I don't want that.

Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes. Resolution Passed.

b. Resolution to Establish Hunters Ridge 2021 Lighting District

Mr Milz recommends ADOPTION of Resolution #8-22.

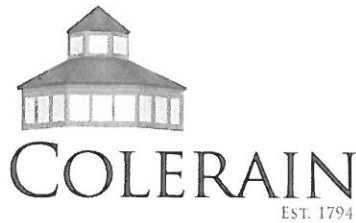
Rationale: As part of the Hunters Ridge Development, the developer is seeking to install street lighting at their expense. Per Duke Energy, the on-going costs of the street lights would need to be transferred to the property owners in the development through the establishment of a lighting district. Per ORC, the Trustees are required to adopt a resolution to establish this lighting district.

Motion Mr Unger, Seconded Ms Ulrich

No Discussion.

Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes. Resolution Passed.

c. Motion to Purchase Four Bus Benches



Mr Milz recommends ADOPTION of the Motion.

Rationale: At the August 10, 2021 Board of Trustee meeting, staff was directed to explore the possibility of adding bus benches at various points along Colerain Avenue. Over the past several years, Township bus stops have had benches, in violation of local zoning placed in the right of way by the Bench Billboard Company. These benches contained advertising and were removed in 2021. At the August 24, 2021 Board of Trustee meeting, the Board considered the purchase of benches and ultimately voted against the purchase seeking instead to wait until a meeting could be held with ODOT and more information was gathered about the SORTA grant program. Since August 24, 2021, there has been a proliferation of shopping carts being used as benches at bus stops which is not in keeping with the Township's efforts toward a Clean, Green, Prosperous, and Safe community. It is staff's understanding that ODOT will not purchase bus benches and that the SORTA grant program will provide two bus benches. Colerain Avenue has six bus stops that average 26 or more riders per day. Metro's internal standard is that bus stops with 26 or more riders are suited to have a bench. These six locations include:

- ☐ Colerain Towne Center
- ☐ Stone Creek/Meijer Park and Ride
- ☐ Haverkos Ct/Colerain Avenue Intersection
- ☐ Springdale Road/Colerain Avenue (near Northgate Mall)
- ☐ 8340 Colerain Avenue (just south of Ronald Reagan)
- ☐ Sheldon Avenue/Colerain Avenue intersection

Previously, the Township applied for funding through SORTA's infrastructure program to have bus pull offs installed near the Springdale Road/Colerain Avenue Intersection and the intersection just south of Ronald Reagan Highway (near 8340 Colerain Avenue). This application included the purchase of benches for these sites. Given that these two locations are the busiest sites in the Township, it is recommended that these benches be first installed at these two locations and then are transitioned to the less frequented Colerain Ave/Haverkos Ct and Colerain Ave/Sheldon Ave locations. Staff estimates that the purchase of these benches will be less than \$3,000 each. This cost includes installation and design. Bench specifications available in agenda packet online.

Motion Mr Wahlert, Seconded Mr Unger

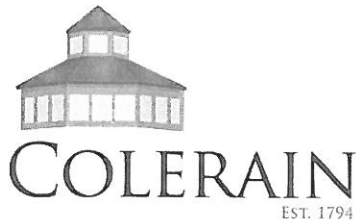
Discussion:

Mr Unger - I've gone and looked at the sites. In particular, there's a site near McDonalds and the car wash and folks regularly take their shopping carts to the bus stop with the things they've purchased, then put the cart on it's side and use it as a bench. The cart is then left there. I guess this is a good step.

Ms Ulrich - Is there a concrete pad included in the installation?

Mr Milz - I don't believe so. They would have to be bolted to something.

All voted Yes. Motion Approved.



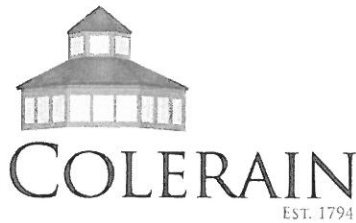
d. First Reading - Resolution Adopting Policy Book

No action is requested at this time as this is a first reading.

Rationale: The Township prides itself in managing to policy that is set by the Board of Trustees. Throughout the past year, staff has reviewed and tracked potential policy issues and is bringing them forward for consideration by the Board of Trustees. Below is a brief detailed description of new policies for consideration, recommended changes to existing policies, and other policy items for discussion among the Board.

New policies:

- ☐ Internal Media Standards - This policy will provide guidance to staff on how to handle media inquiries.
- ☐ Work Assignment - This drafted policy references best practices in the definition of how work is assigned to staff and clarifies the role of the Township Administrator.
- ☐ Park Rules and Regulations - This will memorialize resolution 16-10 as part of our policy book. Resolution 16-10 is recommended to be modified to comply with best practices per the American Public Works Association (APWA). Changes to existing
- ☐ Paid Time Off - Staff is recommending a removal of a reference to the "dump" system from prior policies. Also, staff is recommending to clarify when maximum vacation accrual caps would be reviewed. The Holiday section of the policy is recommended to be changed to reflect the applicable state code, since changes in state law will override local policy. The sick leave policy has also been recommended to be updated to reflect practice.
- ☐ Telecommunications - Updated to reflect changes in roles and titles.
- ☐ Training and Travel - Per recommendation of the State Auditor, a recommendation is to require the completion of a travel request form completed prior to travel for overnight stays.
- ☐ Social Media - Per recent court decisions, this policy is recommended to be updated.
- ☐ Facility Security - Staff recommends changing this policy to be a general facility policy. As part of our APWA accreditation review, language is recommended to be added to reference state code for ADA compliance.
- ☐ Donation Acceptance - Staff recommends changing this policy to a general donation policy that sets parameters for Township donations. For discussion
- ☐ Traffic calming - Does the Board have recommended changes to this policy as a result of the test conducted on Niagara in 2021?
- ☐ Employee retention incentives - Below are some recommended considerations for inclusion in policy to incentivize the longevity of staff:
 - o Ability to cash in used sick leave or vacation time - up to 40 hours per year
 - o A financial bonus to employees for years of service - \$100 per year of service, starting in year ten of full time employment
 - o A contribution to a retirement account, such as 403(b) or HSA, based on years of service
 - o A cash incentive or the ability to convert sick time to a personal day for employees that have zero sick days throughout the year
 - o ability to convert eight hours of sick time to a personal day in January if the employee did not use sick time in the prior year. In 2021, the Township also adopted a number of policies that



will be incorporated into the final document for consideration at the February Board of Trustees meeting.

Discussion:

Mr Unger - The trustees don't have a chance to discuss this outside of meetings. The item 9-10 brings sick leave from other agencies. I would want to discuss that at the next meeting. I have no interest in going back and allowing that. I don't know what the law is though.

- e. Motion to Appoint Trustee Matt Wahlert to the Hamilton County Solid Waste Management Policy Committee

Mr Milz recommends ADOPTION of the Motion.

Rationale: The Hamilton County Township Association has solicited nominations for its representative to the Hamilton County Solid Waste Management Policy Committee and there was one nomination: Colerain Township Trustee Matt Wahlert. ORC 3734.54 B3 requires every Township Board of Trustees in Hamilton County to vote on this appointment.

Motion Mr Unger, Seconded Ms Ulrich

Discussion:

Ms Ulrich - I would like any statutes to be available as to Ms Davis' comment on it being a conflict.

Mr Unger - I think it is absolutely critical that we have representation on this committee. If there are issues with the landfill, I don't want to have to call some Trustee out in Symmes Township to discuss it. I think Matt will do a great job with it.

Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Abstain.

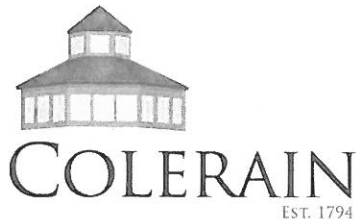
Motion Approved.

12. Old Business

- a. Resolution Adopting Special Assessment Policy

Mr Milz recommends ADOPTION of Resolution #9-22.

Rationale: At the October 26, 2021 Board of Trustees 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. A first reading of this policy was held at the December 14, 2021 meeting. 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 re-pavement of roads.

Motion Mr Unger, Seconded Ms Ulrich

Discussion:

Ms Ulrich - You said this was very successful in Springfield Township?

Mr Milz - They do it a little bit differently. It's a percentage for sure. They set there assessment at a certain millage.

Mr Unger - I guess we can learn a little more as we go along. Can they do it for a partial street? Would the board approve the plan?

Mr Milz - There is a public hearing and it would be up to the board if you think it's inappropriate.

Mr Wahlert - So if I'm a citizen and I come to you and say the job of government is police, fire and roads. Why am I having to pay more?

Mr Milz - They don't have to. This is an option. This simply gets them through the list faster.

Vote Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes. Resolution Passed.

Mr Wahlert motioned to approve a motion to buy three additional speed signs.
seconded Mr Unger

Discussion:

Mr Unger - Are you talking about the same speed signs we purchased before?

Mr Wahlert - Yes, the same.

Mr Milz - We would add that to permanent appropriations.

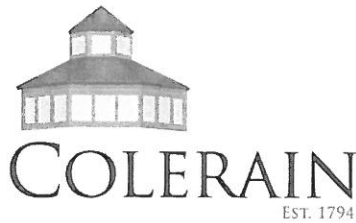
Mr Unger - Seems my recollection those were about \$1,500 each? In the future I would prefer if these type of things were on the agenda.

All voted Yes. Motion Approved.

13. Consent Items

a. Donation Acceptance - Public Services - Park Bench

Colerain is appreciative of a donation from Tonya Bailey of a bench for our parks made out of recyclable bottle caps that will require little to no maintenance. She is donating the bench in memory of her mother.



Motion to approve consent item A Mr Wahlert, Seconded Mr Unger
All voted Yes. Consent item A approved

b. Donation Acceptance - Department of Fire & EMS- \$100.00
Colerain Township Department of Fire & EMS is grateful for a \$100.00 donation from Hair Max Beauty Supply Northgate.

c. Donation Acceptance - Police Department - \$100.00
Colerain Township Police Department is grateful for a \$100.00 donation from Hair Max Beauty Supply Northgate.
Motion to approve consent items B and C Mr Unger, Seconded Ms Ulrich
All voted Yes. Consent items B and C Approved.

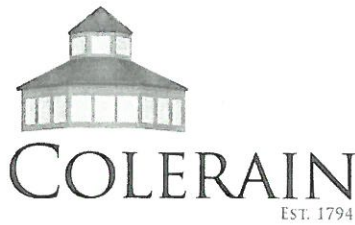
d. New Hire - Police Clerk - Police Department
The position of Police Clerk was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individual: Kiah Roberson. The wage for this job is \$15.00 per hour for 40 hours per week. Contingent upon Board approval, she would be eligible to begin work on January 12, 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: Andrew Morris 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 January 12, 2022.

f. Promotion - Full-Time Firefighters - Department of Fire & EMS
The position of full-time firefighter was posted, applications were received, and interviews conducted. A conditional offer of employment was extended to the following individuals:

- ☐ Patrick Dixon
- ☐ Collin Lawson
- ☐ Jacob Luken
- ☐ Eric Martin

The wage for this job is \$18.20 per hour for 53 hours per week. Contingent upon Board approval, they would be eligible to begin work on January 23, 2022.
Motion to approve consent items D, E and F Mr Unger, Seconded Ms Ulrich
All voted Yes. Consent items D, E, F approved.



14. Fiscal Office Report

The financial report for November has been completed and can be found online. Regarding Ms Mohr's comments on proclamations, I have no objection in including those in the meeting minutes.

I would also like to add a little bit to the issue you brought up earlier on the power outage that affected Colerain Township residents. I want to commend Trustee Unger, Trustee Wahlert, Jeff Weckbach, Geoff Milz, Chief Denney, Chief Walls and all those who opened up the community center as a warming station. The swift reaction was amazing and it was appreciated. The power went out at 1:58am and Duke was immediately notified of the outage. However, crews weren't dispatched to repair the line. We were without power for 24 hours. The issue myself and my neighbors have is that the subcontractor wasn't notified for eleven hours. I would ask that the township issue a formal complaint with the utilities commission on behalf of those who were without power.

15. Executive Session – if needed

Mr Milz recommended the board of trustees go into executive session in accordance with ORC section 121.22 (G)(1) to discuss the employment and discipline of public employees. Motion Mr Unger, seconded Ms Ulrich

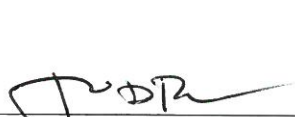
Vote Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert- Yes. The executive session convened at 9:39pm.

Mr Wahlert called the meeting back to order at 11:44pm. All Trustees and Fiscal Officer were present.

Mr Milz had nothing to report from the executive session.

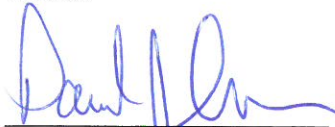
16. Adjournment

Motion to adjourn Mr Unger, seconded Ms Ulrich
All voted Yes. The meeting adjourned at 11:44pm.


Fiscal Officer


Trustee


Trustee


Trustee

COLERAIN