

Minutes

April 12, 2022

1. **Opening of Meeting**

Mr Wahlert called the meeting to order at 7:00pm.
All trustees and fiscal officer were present.

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

All recited the Pledge of Allegiance.

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

4. **Approval of Minutes**

Mr Baker recommends approval of the minutes from the March 8th, 2022 Board of Trustees meeting.

Motion to approve and amend the minutes to show that section 6. (b) was moved to section 8 by Mr Unger, Seconded Mr Wahlert
All voted yes. Minutes amended and approved.

5. **Presentations**

a. **Facility Master Plan Presentation - Emersion Design**

Emersion Design was contracted in 2021 to conduct a facility master plan for all of our buildings. They will provide a presentation to the Board and public on their recommendations with the intent of a full plan being brought forward at the April 26, 2022 Board of Trustees meeting for adoption.

The following strategies were presented:

1. Facility Strategies
2. Main Campus Strategies
3. Parks Strategies
4. Resiliency Strategies

Existing facilities recommended order of priority

Fire Station 26

Fire Station 102

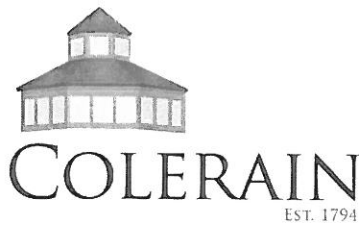
Fire Station 25

Historical Museum/Impound Lot

Main Government Campus

Community Center

Police Dept/Admin



Public Services/Fire HQ

Fire Training Center

Fire Station 103

Fire Station 109

Discussion:

Mr Unger - So you're thinking about moving a fire station onto this campus, is that what I'm seeing?

Mr Wiley - The fire headquarters. Just the admin.

Mr Unger - The one that's up at Dunlap is one of our lower usage stations. Maybe that needs to move to another site.

Mr Unger - I read through it and was able to screenshot a couple pages of the senior center and send it to a person in the township that wants us to add on to the senior center.

Mr Wahlert - Thank you for the report and direction. I like to pick the low hanging fruit first. I know that there are a lot of wants, but we have to weigh that with the costs.

Mr Wiley - I would note that we've seen what's happening with inflation and costs. We typically plan for about 5% escalation per year. Now that is more difficult to predict.

Ms Ulrich - I think you did a good job on the report, because after touring the facilities you pointed out almost every need.

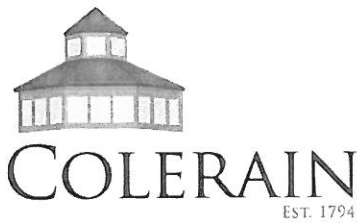
b. Hamilton County Stormwater District Presentation

Todd Long from the Hamilton County Stormwater District will be in attendance to provide an overview of their work and answer questions from the Trustees. Mr Long gave a background of the stormwater district. He spoke about the 6 minimum control measures.

1. Public Education and Outreach
2. Public Involvement & Participation
3. Illicit Discharge Detection & Elimination
4. Construction Site Runoff Control
5. Post-Construction Storm Water Management
6. Good Housekeeping & Pollution Prevention

Discussion:

Mr Unger - I'm familiar with a lot of what you do and your agency has been marvelous to work with.



6. **Citizens Address**

Stephanie Wright - On the agenda this evening. One regarding a food truck permit at Clippard Park. I'm hoping that this is just the first night this is up for discussion because I have many, many questions. How many food trucks can the parking lot handle? Who will collect the fees? Etc. I have a question about public private partnership, a P3. I've never heard that before so if someone could explain that to me. We're having a new position approved tonight for environmental enforcement officer. Do you have to be a police officer for this job? On the tow trucks that you're signing tonight. It was tabled back in January 8th of 2022. I urge each of the trustees to take a look at it. It has changed dramatically. Nothing has been updated on the CIC website in three years. There have been no financials posted on the website since January 2022. I was wondering what the delay was in that. I'm wondering if Mr Weckbach will stay with the public services position.

Motion to increase the time by 1 minute Mr Unger, Seconded Ms Ulrich.

Kathy Mohr - A few things regarding your policies and procedures. Regarding public records, it says that records of a certified public accountant or public accountant in the performance of an audit of the office are not public records. When the 2018/2019 audit was released, it recommended many policies adopted concerning many financial records. It also recommends policies on donations. As far as the raises go, I requested the worksheet that breaks down the amount and was told there wasn't one. What does salary band issues mean? Salary positions should be approved by salary and not hourly. Is the PD still open 24/7? What's the status of the two vacant buildings?

7. **Administrative Reports**

Mr Milz -

Mr Wahlert - CPA audit. We've talked about this. Maybe you can explain that.

Mr Milz - The work product of an audit that is still going on is not a public record per the State of Ohio.

Mr Wahlert - Raises. Last meaning the worksheet. I cannot recall if there is a worksheet from 2018/2019. Mr Milz does not give his own raise. When it says that trustees voted on it, it was motioned on by trustees and voted on by the trustees.

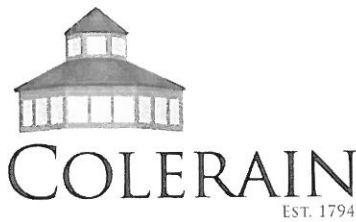
Mr Wahlert - Salary band issues?

Mr Milz - for each job description there is a salary range. And so when you're getting close to the top of your salary range, there is an issue there when you're up for a raise known as a salary band issue.

Mr Wahlert - Call Center calls going to the county?

Mr Milz - Chief will address that

Mr Wahlert - The abandoned buildings?



Mr Milz - They are coming through the CIC.
Mr Wahlert - Is it legal to force construction?
Mr Sollmann - The CIC can make any type of development agreement.
Mr Wahlert - The idea of a job flow chart?
Mr Milz - We have a hiring policy that lays out how an employee is hired.
Mr Wahlert - Percentage of what?
Mr Milz - We were happy to welcome our communications developer.

Chief Walls - For the month of March 2022 we had 860 EMS incidents, 148 fire incidents, 39 responses into Springfield Twp. We had no building fires. Incident response time was 5:41.

Chief Denney - For March 2022, our officers responded to 3795 calls for service (120 calls per day), as of March 31st they've handled 10733 calls this year. Emergency response time was 2.67 minutes, 139 traffic stops and 6 OVI arrests, 3 uses of force, 1 pursuit and 88 physical arrests. Code Enforcement had 100 violations, 10 abatements and 3 referrals to housing court.

To answer questions from citizen address - it's 20 hours per week for the position she mentioned. There is no insurance or benefits from that. They are not required to be police officers. They will be using an unmarked police vehicle. The office open 24 hours per day Monday - Friday, Saturday 10-6 and then on holidays we reduce it to one person per day.

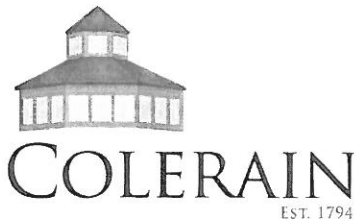
Jeff Weckbach - We were at just under 50,000 visitors to our parks this past month. This early in the year it's really dependent on weather. We've had a lot of time out on the road plowing. We're picking up more litter than were a year ago. A big part of that is our residents. Water is turned on in the parks. Regarding the gas aggregation, the very next morning, after 56 cents or less was discussed, prices shot up. My recommendation is to wait it out and see if it is reduced later in the year.

David Miller - There is a lot of activity on the economic development front. In two weeks we'll have a work session to update the comprehensive plan on economic development. We're getting a lot of traffic in the permit department.

8. Trustees' Report

Mr Wahlert - on March 16th we had the first solid waste district meeting. We received a grant for composting. I'd like to buy cameras and start testing this out regarding littering and the use of cameras. Inflation is now at 8.5% and that's really high. I met with John Husted on March 31st. There was discussion of openness of bringing back the government fund. How much do we use the old P&G building?

Mr Milz - Pretty much.



Ms Ulrich - A complaint that I've received lately. How are we mandating businesses cleaning up their property? The summer events committee is asking for donations for the fireworks this year.

Mr Unger - Gas costs are eating people alive. It does affect our budget. I got a call last July about a property off Breezyway. They finally got all the junk out of there. It was really something to see. Just so people know, we don't speak outside of these meetings.

9. New Business

Public Safety

- a. Motion to Issue Noise Resolution Permit to McDogs Lakeside Saloon
Chief Denney recommends Adoption of a Motion to Issue a Noise Resolution Permit to McDogs Lakeside Saloon, 3611 Bevis Lane from May 1st to October 1st 2022, from 1pm to 9pm. McDogs Lakeside Saloon Requests Outdoor Permit from May 1, 2022, until October 1, 2022.

A copy of the noise resolution can be found in the agenda packet on-line.

Motion Mr Unger, Seconded Mr Wahlert

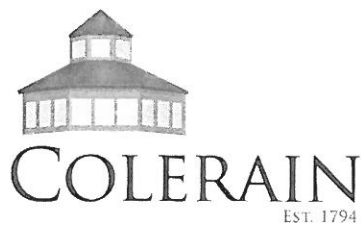
No discussion:

All voted Yes. Motion approved.

- b. Motion to Authorize the Township Administrator to Execute a Client Services Agreement with Medicount Management, Inc.

Chief Walls recommends ADOPTION of the Motion.

Rationale: Medicount Management serves as our third-party emergency medical services (EMS) billing agency. This agency is responsible for collecting fees for service from Medicare, Medicaid, private insurance agencies, and self-paying customers. They also provide us with a variety of other services dedicated to optimizing our fee collection and customer service efforts. These services include collection analysis and a tailored EMS customer service program required by the State of Ohio Centers for Medicare and Medicaid Services. This contract represents a renewal contract for which our fee remains unchanged. Our fee for service remains 6.5% of our billing revenue. For the 2022 billing period, this 6.5% fee is anticipated to cost approximately \$98,000. The 6.5% fee has remained constant since our original contract with Medicount Management in 2017, noting that our fee increases as our billing revenue increases. Their services generated approximately \$1.5 million in 2021. This is a



service that we would not be able to sustain on our own, independently of a third-party agency. The management of nearly 9,000 accounts annually alone could not be managed by one full-time individual. Additionally, the resources and intimate knowledge of state law and billing practices available to Medicount far exceed our own capabilities. Their service has remained the highest quality we have experienced in our 12 years of EMS billing. Their cost remains lower than their competitors and includes enhanced services that have yet to parallel other billing agencies.

Motion Mr Wahlert, Seconded Mr Unger

Discussion:

Mr Wahlert - Chief my question on this is are we getting the best deal and it's indicated that the price has been shopped.

Chief Walls - That is correct

All voted Yes. Moiton approved.

- c. Motion to Authorize the Township Administrator to Execute a Contract with Sansio for HealthEMS Software

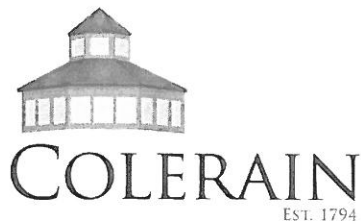
Chief Walls recommends ADOPTION of the Motion.

Rationale: This contract covers a subscription agreement between Sansio, provider of HealthEMS software, and Colerain Township. HealthEMS is the title of the software used for emergency medical services (EMS) reporting, data collection and extraction, and Community Health Coordinator referrals. The software program is crucial to the Department's Emergency Medical Services Operations as it serves as the hub for EMS data and billing. This contract represents a five-year renewal contract that was first initiated in 2017. The contract billing period was structured on several factors. Under Volaris ownership, the Sansio product roadmap has been modified to include key features in upcoming releases. Part of the price model adjustment is an effort to support those changes to build out a better solution for us, as the end users. End-user design features are more flexible and personalized. The new contract billing adjustment also considers our increase in run volume over the last five years, which represents a near 15% increase. The contract is now based off a fee of \$1.89 per EMS call/report. However, Sansio has discounted our subscription 20%, which reduces the overall increase to near 15% from the original contract nearly five years ago.

Additional software agencies have been evaluated. The number of options continues to decline as smaller software companies cease to exist due to lack of revenue generation or by being purchased by larger companies. To date, HealthEMS remains our number one choice in software use due to its end-user friendliness, its ability to create the data necessary to evaluate and sustain operations and has the administrative features that allow us to continue to enhance billing and Community Health Coordinator activities.

Motion Mr Unger, Seconded Ms Ulrich

No Discussion. All voted Yes. Motion approved.



d. Resolution Declaring Nuisance and Ordering Abatement

Chief Denney recommends ADOPTION of Resolution #30-22.

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

8078 Colerain 510-0071-0223-00
2631 Galbraith 510-0270-0086-00
9630 Gibraltar 510-0052-0093-00
11941 Hamilton 510-0011-0008-00
2378 Lincoln 510-0031-0515-00
9936 Loralinda 510-0112-0206-00
8210 Pippin 510-0063-0385-00
12096 Spalding 510-0011-0169-00
3671 Vernier 510-0101-0268-00

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 Ms Ulrich

No Discussion:

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

Resolution passed

e. Resolution Declaring a Junk Motor Vehicle

Chief Denney recommends ADOPTION of Resolution #31-22.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 2378 Lincoln Ave. Cincinnati, OH 45231 2005 Tan Honda Odyssey, no plates.

Motion Mr Unger, Seconded Ms Ulrich

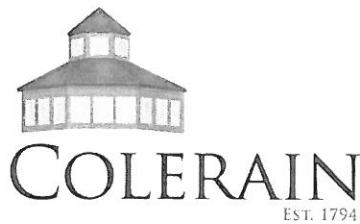
Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes.

Resolution passed.

f. Resolution Declaring a Junk Motor Vehicle

Chief Denney recommends ADOPTION of Resolution #32-22.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 3475 Rocker Dr. Cincinnati, OH 45239 2001 Silver Honda Accord (OH) FEH-5480.



Motion Mr Unger, Seconded Ms Ulrich
No discussion:
Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes
Resolution passed.

g. Resolution Declaring a Junk Motor Vehicle

Chief Denney recommends ADOPTION of Resolution #33-22.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 4151 Poole Rd. Cincinnati, OH 45251 Unknown year Blue Honda Civic (OH) GSP-4499.

Motion Mr Unger, Seconded Ms Ulrich

No Discussion:

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

Resolution passed.

h. Resolution Declaring a Junk Motor Vehicle

Chief Denney recommends ADOPTION of Resolution #34-22.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 10865 Penarth Dr. Cincinnati, OH 45251 2005 Gray Honda Pilot (OH) GZE-1071.

Motion Mr Unger, Seconded Ms Ulrich

No discussion:

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

Resolution passed.

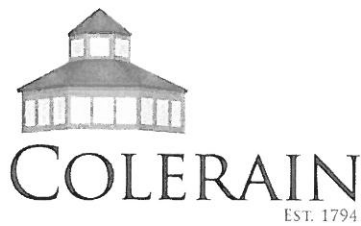
i. Resolution to Dispose of Township Vehicles and Equipment Valued at Greater than \$2,500

Chief Denney recommends ADOPTION of Resolution #35-22.

Rationale: Colerain Township Police Will Periodically Evaluate the Existing Fleet for Vehicles that are No Longer of Value to Police Department Operations. Following our Existing Vehicle Replacement Plan, a Proposal is Made to Trade the Following Items:

1. 2016 Ford Interceptor Sedan
2. 2016 Ford Interceptor Sedan
3. 2016 Ford Interceptor Sedan
4. 2016 Ford Interceptor Sedan
5. 2016 Nissan Altima
6. 2013 GMC Terrain

Motion Mr Unger, Seconded Ms Ulrich



No discussion:

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

Resolution passed.

- j. Motion to Permit Township Administrator to Sign an Agreement with Rotation
Wrecker Companies

Chief Denney recommends ADOPTION of the Motion.

Rationale: Adjustment of impound lot rates to meet PUCO requirements and increase rates of police tows for criminal offenses.

A copy of the agreement can be found in the agenda packet on-line.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

Public Services

- a. Resolution Authorizing Participation in the 2022 ODOT Salt Contract

Mr Weckbach recommends ADOPTION of Resolution #36-22.

Rationale: Every year, the Township enters into a joint bid, conducted by the State of Ohio, to secure better pricing on the required purchase of salt for the following year.

This resolution allows for our participation in the program.

Motion Mr Unger, Seconded Ms Ulrich

Discussion:

Mr Unger - 90%. That is if we tell them we need 2000 tons that they guarantee they'll provide 1800?

Mr Weckbach - Yes, that is correct.

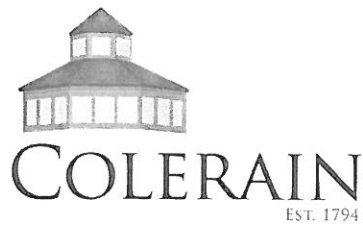
Mr Unger - Do you have an estimate of what we used last season?

Mr Weckbach - I'm not sure off of the top of my head.

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

Resolution passed.

- b. Motion Appointing Matt Wahlert as Colerain Township Designated
Representative to Hamilton County Stormwater District and Jeff Weckbach as
Secondary Contact



Mr Weckbach recommends ADOPTION of the Motion.

Rationale: The Hamilton County Stormwater District has requested that we designate a Representative and a Secondary Contact for all communication and to appear on their official reports to the EPA.

Motion Mr Unger, Seconded Ms Ulrich

No discussion:

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

Motion approved.

- c. Motion Directing Township Administrator to Sign the 2023 Storm Water District Level of Service and Estimated Service Fee Form

Staff seeks guidance on whether or not to sign the 2023 Storm Water District Level of Service and Estimated Service Fee Form Rationale: Each year the Hamilton County Storm Water District provides the township with Minimum Control Measures to keep us in compliance with state and federal laws related to storm water. Each household in Colerain Township pays \$15.14 per year to the Hamilton County Storm Water District for this service. It is estimated that Township Residents as a whole will pay \$508,704 for these services in 2023. Townships are not permitted by law to establish their own Storm Water District as nearly every other city in the county has done. There is a sense that the minimum control measures could be provided at a lower cost to Township residents under a different model. There is also a concern that none of the dollars paid by Colerain Township residents result in projects that decrease the quantity of storm water runoff or increase the water quality of storm water. The Township has very real storm water needs and is spending half of a million dollars to be a part of a storm water district that may be able to provide more value for the money spent under a different model. While it does not appear to matter whether or not the Level of Service Form is signed, not signing it would raise awareness of the issues associated with the District and the need to reevaluate the services the District provides.

Motion Mr Wahlert, Seconded Mr Unger

Discussion:

Mr Wahlert - I think it's inappropriate that townships cannot withdraw, but that cities can. I also had a discussion with the Ohio Township Assoc.

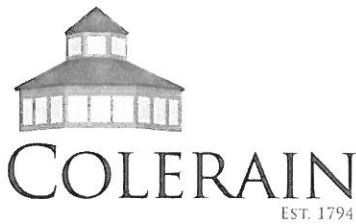
Vote - Ms Ulrich - Abstain, Mr Unger - Yes, Mr Wahlert - Yes.

Motion approved.

- d. Resolution Accepting a Portion of Prechtel Road as a Township Road

Mr Weckbach recommends ADOPTION of Resolution #37-22.

Rationale: The Hamilton County Engineer acts as the Township's engineer for initial



roadway installation and acceptance. 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 road has met the County's specifications and been requested to be turned over to the Township, the Township then accepts the roadway. The Engineer has reviewed the specifications on this section of Pretchel Road and requests that it be turned over to the Township. There is some remaining work left to be completed by Township staff and the County Engineer has agreed to compensate the Township for the repair work.

Motion Mr Unger, Seconded Mr Wahlert

Discussion:

Mr Unger - I went out and looked at it. It is in need of repair. I don't know whether \$9,000 or \$10,000 is enough to address it. If we don't approve it will we lose the 9 or 10 thousand dollars?

Mr Weckbach - I'm not sure. It may be a point where regardless of whether we accept it or not, we may end up with it anyway.

Mr Unger - To those people that live there, this will not move it to the top of the list for repair.

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

Resolution passed.

e. Motion Authorizing Food Truck Rentals at Clippard Park

Mr Weckbach recommends ADOPTION of the Motion.

Rationale: The Township is continuing to explore ways to activate public spaces throughout our community. As part of the strategic plan Public Private Partnerships (P3) in Parks initiative, Clippard Park was identified as an area that could support a P3 in the form of a food truck. There are 8-10 parking spaces in a row just south of the Dewhill entrance that are properly screened and appear to be conducive to hosting a mobile food vendor. Based on the cost structures of other area municipalities, a charge of \$100 per day seems reasonable. Staff is limited in their capacity to operate a food truck program. Therefore, the recommendation is to have the Summer Events Committee, which currently programs the food truck vendors for the Fourth of July Fireworks, to manage the program. If the program is managed by the Summer Events Committee, it is also recommended that the proceeds or a portion of the proceeds be granted to the Summer Events Committee.

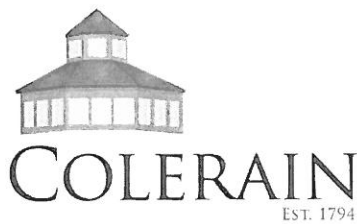
Motion Mr Unger, Seconded Mr Wahlert

Discussion:

Mr Unger - on the 4th of July we had 2 or 3 food truck no shows. We need the \$100 paid before they show up.

Ms Ulrich - Some of the residents asked for this correct?

Mr Weckbach - Yes, they see the real opportunity to add some vibrancy to the



amenity that's there.

Mr Wahlert - The enforcement of any problems. How do we hold the food trucks responsible for that?

Mr Weckbach - We could add fines in the agreement to hold them accountable.

Mr Wahlert - What's the difference between a food truck and an ice cream truck?

Mr Weckbach - An ice cream truck is a food truck

All voted Yes. Motion approved.

- Motion Authorizing Township Administrator to Accept Grant from Hamilton
f. County Resource for Residential Composting and to Execute Related Documents

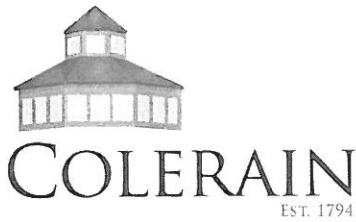
Mr Weckbach recommends ADOPTION of the Motion.

Rationale: The Township applied for an Infrastructure Grant through Hamilton County R3Source (formerly the Solid Waste District) to bring a composting hub to Colerain Township, per the attached grant application. After reviewing submissions from multiple agencies, R3Source has awarded the Township with a grant in the amount of \$18,911. The objective of this project is to support Colerain Township's strategic goals to be Clean, Green, Prosperous, and Safe by offering our residents the opportunity to divert organic food waste away from the regional landfill, which is located in our community. Currently, no community drop-off options are available in Colerain Township. If residents wish to be good stewards of the environment by composting food waste, they must find a way to compost on their own. The proposed composting hub we propose will include six (6) 64-gallon carts provided by and serviced weekly by GoZERO. A contract with GoZERO will be brought forward at a future agenda, after the grant agreement is signed by all parties. GoZERO is a Food Waste Compost Courier organized to address the logistical problem of collecting food waste separately from traditional waste. The other arm of their business sells the premium food waste compost directly to growers so that everyone can participate in better stewarding food waste. Colerain Township Public Services Department will monitor the carts between the weekly pick-ups and troubleshoot any issues that could arise, which, based off what we have heard from other communities, is minimal. Colerain Township Event Coordinator Tawanna Molter will serve as project manager and fulfill the reporting requirements of the grant as she has done with Hamilton County's Residential Recycling Incentive for the last several years. This grant will cover the first two years of operation of the program. It is important to note, all composted materials will be transferred out of Colerain to a GoZERO facility. Exhibits can be found in the agenda packet on-line.

Motion Mr Unger, Seconded Ms Ulrich

Discussion:

Mr Unger - Something you said that it's an alternative to putting stuff out to the trash. How does that affect our trash services contract? Am I still required to pay my bill to



the trash vendor besides this?
Mr Weckbach - Yes.
Mr Unger - So no yard waste?
Mr Weckbach - Correct.
Ms Ulrich - That will be picked up twice a week?
Mr Milz - Once a week.
Al voted Yes. Motion approved.

- g. Motion Authorizing Township Administrator to Execute a One Year Agreement with GoZero for Residential Composting Services in the Amount of \$13,436

Mr Weckbach recommends ADOPTION of the Motion.

Rationale: Hamilton County R3source (formerly the Solid Waste District) has awarded the Township with a grant in excess of \$18,000 to establish a residential composting program in Colerain. GoZero is a vendor that provides this service and will pick up the composted materials from the composting carts that will be located at 4160 Springdale Road. This agreement is for a one-year period and will automatically renew if not canceled at the end of the first year. The recurring cost of the program is \$7,800. The grant from R3Source will cover the start-up costs for the program and any site work needed at our facility.

Additional information can be found in the agenda packet on-line.

Motion Mr Unger, Seconded Ms Ulrich

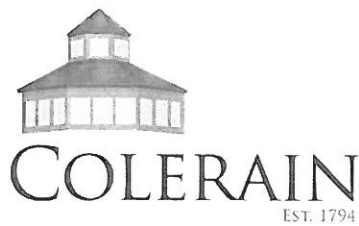
No discussion:

All voted Yes. Motion approved.

- h. Motion to Issue RFP for Rooftop Solar at 4300 Springdale Road

Mr Weckbach recommends ADOPTION of the Motion.

Rationale: Rooftop solar has been adopted and implemented by a number of local governments and can serve as an alternative to purchasing energy from the grid. At the March 2022 Board of Trustee meeting, staff provided an overview of solar and made recommendations related to a potential solar project at 4300 Springdale Road. The facility master plan would support this recommendation. This plan should reduce electricity costs for the Township and create long-term savings for the General Fund that can be repurposed to other capital projects and improvements. The RFP is structured to have vendors provide two quotes, one for rooftop solar only and one for rooftop solar with battery storage. These quotes will provide the Trustees with information to aid in a future decision on the viability of solar as a backup generator for the Community Center. This RFP will not require the Trustees to move forward



with a project and the Trustees will have to award a final contract. It is anticipated that a contract will be available for review and consideration at the June 14, 2022 Board of Trustee meeting.

Requests for proposals can be found in the agenda packet on-line.

Motion Mr Wahlert, Seconded Ms Ulrich

Discussion:

Mr Wahlert - When this was presented, it was indicated we didn't have a generator at 4300 Springdale. Why isn't there a third choice of doing nothing right now?

Mr Weckbach - That could limit FEMA dollars.

Mr Wahlert - So we don't have space for a shelter?

Mr Weckbach - I think 4300 would be a space for that, but there isn't a generator. The difficulty with this location is the layout.

Mr Milz - We will be using electricity for the foreseeable future and this does have a pay back period.

Mr Peirano - The problem is there is no way to recycle these batteries. Also, if these things short out, you have a massive fire you can't put out.

Vote - Ms Ulrich - Yes, Mr Unger - No, Mr Wahlert - Yes

Motion passed.

Motion for a short break Mr Wahlert, Seconded Mr Unger.

All voted Yes. The short break convened at 9:27pm.

Mr Wahlert called the meeting back to order at 9:35pm.

All trustees and fiscal officer were present.

Development

- a. Motion to Authorize the Township Administrator to Execute the Northridge TIF District Development Agreement

Mr Miller recommends ADOPTION of the Motion.

Rationale: This development agreement details the roles and responsibilities of the developer and the township in the Northridge Crossings development.

The TIF District Development Agreement can be found in the agenda packet on-line.

Motion Mr Unger, Seconded Ms Ulrich

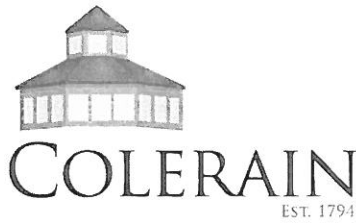
Discussion:

Mr Unger - It's been a long time coming.

Mr Wahlert - Provided in the packet is the breakdown regarding values.

Mr Unger - There's no tax break for anybody. It's just that the funds are being diverted to the township.

Mr Milz - TIF's are not a decrease in property taxes that have been paid. I like to say to



look at it as a pie. The slices of pie change.
All voted Yes. Motion approved.

- Motion Requesting Board of Trustees to Schedule a Public Hearing on Zoning
- b. Commission Case ZA2022-02 requesting a Zoning Map Amendment at 11850 Colerain Road

Mr Miller recommends ADOPTION of the Motion.

Rationale: The Colerain Township Zoning Commission unanimously recommended approval of Case ZA2022-02 for a Zoning Map Amendment to rezone 6.528 acres at 11850 Colerain Road, Cincinnati, OH 45252 from B-3 Commerce District to R-2 Estate Residential District. The Board of Trustees has final authority to approve the recommendation of the zoning change at a future Public Hearing.

Motion Mr Unger, Seconded Ms Ulrich.

No discussion:

All voted Yes. Motion approved.

- c. Motion Requesting Board of Trustees Schedule a Public Hearing on the Demolition of 9929 Capstan Drive on May 10, 2022

Mr Miller recommends ADOPTION of the Motion.

Rationale: The property at 9929 Capstan Drive is vacant, unsafe and insecure, and is negatively impacting the adjacent properties. A Public Hearing to be held at 7:00PM on May 10, 2022 in the Colerain Township Trustee Chambers will allow all interested parties to provide evidence for or against the necessity of its demolition.

Motion Mr Unger, Seconded Ms Ulrich

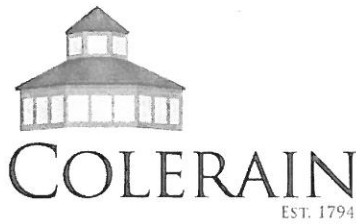
No discussion:

All voted Yes. Motion approved.

- d. Motion Requesting Board of Trustees Schedule a Public Hearing on the Demolition of 7954 Harrison Avenue on May 10, 2022

Mr Miller recommends ADOPTION of the Motion.

Rationale: The property at 7954 Harrison Avenue is vacant, unsafe and insecure, and is negatively impacting the adjacent properties. A Public Hearing to be held at 7:00PM in the Colerain Township Trustee Chambers will allow all interested parties to provide



evidence for or against the necessity of its demolition.

Motion Mr Unger, Seconded Ms Ulrich

No discussion:

All voted Yes. Motion approved.

- e. Motion Requesting Board of Trustees Schedule a Public Hearing on the
Demolition of 3483 Niagara Street on May 10, 2022

Mr Miller recommends ADOPTION of the Motion.

Rationale: The property at 3483 Niagara Street is vacant, unsafe and insecure, and is negatively impacting the adjacent properties. A Public Hearing to be held at 7:00PM in the Colerain Township Trustee Chambers will allow all interested parties to provide evidence for or against the necessity of its demolition.

Motion Mr Unger, Seconded Ms Ulrich

No discussion:

All voted Yes. Motion approved.

- f. Motion Requesting Board of Trustees Schedule a Public Hearing on the
Demolition of 3484 Niagara Street on May 10, 2022

Mr Miller recommends ADOPTION of the Motion.

Rationale: The property at 3484 Niagara Street is vacant, unsafe and insecure, and is negatively impacting the adjacent properties. A Public Hearing to be held at 7:00PM in the Colerain Township Trustee Chambers will allow all interested parties to provide evidence for or against the necessity of its demolition.

Motion Mr Unger, Seconded Mr Wahlert.

No discussion:

All voted Yes. Motion approved.

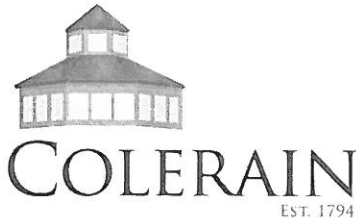
- g. Motion Requesting Board of Trustees Schedule a Public Hearing on the
Demolition of 8806 Nabida Drive on May 10, 2022

Mr Miller recommends ADOPTION of the Motion.

Rationale: The property at 8806 Nabida Drive is vacant, unsafe and insecure, and is negatively impacting the adjacent properties. A Public Hearing to be held at 7:00PM in the Colerain Township Trustee Chambers will allow all interested parties to provide evidence for or against the necessity of its demolition.

Motion Mr Unger, Seconded Ms Ulrich

No discussion:



All voted Yes. Motion approved.

- h. Motion Requesting Board of Trustees Schedule a Public Hearing on the Demolition of 2864 Houston Road on May 10, 2022

Mr Miller recommends ADOPTION of the Motion.

Rationale: The property at 2864 Houston Road is vacant, unsafe and insecure, and is negatively impacting the adjacent properties. A Public Hearing to be held at 7:00PM in the Colerain Township Trustee Chambers will allow all interested parties to provide evidence for or against the necessity of its demolition.

Motion Mr Unger, Seconded Ms Ulrich

No discussion:

All voted Yes. Motion approved.

Administration

- a. Resolution Amending Appropriations for the Year 2022

Mr Milz recommends ADOPTION of Resolution #38-22.

Rationale: Throughout 2021, the funds flowing to the Law Enforcement Trust Fund were under budget, since the courts were closed due to COVID-19. Now that the courts have reopened, those asset forfeiture funds have begun to flow again. This resolution increases appropriations in Fund 2261- Law Enforcement Trust, from \$116,650 to \$250,649.09. The Police Department intends to use the funds to pay for eligible items.

Motion Mr Unger, Seconded Ms Ulrich

No discussion

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

Resolution passed.

- b. Resolution Authorizing Participation in OneOhio Regional Governance

Mr Milz recommends ADOPTION of Resolution #41-22.

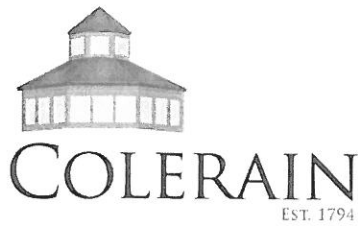
Motion Mr Unger, Seconded Ms Ulrich

Discussion:

Mr Wahlert - So Mr Milz, they haven't acquired it yet?

Mr Milz - That's correct

Mr Wahlert - It's my belief that they won't see a dime of it, but we'll go ahead and follow through on this.



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

c. Resolution Modifying Organization Chart and Roster

Mr Milz recommends ADOPTION of Resolution #39-22.

Rationale: Staff reviewed applicants for the litter laborer and code enforcement specialist roles. Based on these reviews, staff has identified two litter laborers that would be excellent candidates for employment in addition to our existing litter laborer. Modifying the organizational chart to add this role would provide an excellent return on investment and fit within existing appropriations. The code enforcement specialist role has not produced an applicant to date. Therefore, staff is recommending repurposing the role to seek a more qualified individual with additional experience in law enforcement and investigations.

The organization chart can be found in the agenda packet on-line.

Motion Mr Unger, Seconded Ms Ulrich

No discussion:

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

Resolution passed.

d. Motion Authorizing the Township Administrator to Execute a Renewal of a Contract with Zix for Cybersecurity Services

Mr Milz recommends ADOPTION of the Motion.

Rationale: The Township has contracted with Zix, a security technology company, for email encryption, email threat protection, and email continuity services. This service agreement would extend that relationship through 2025 at a cost of \$4,878.15 per year.

The services agreement can be found in the agenda packet on-line.

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

e. Motion Authorizing Township Administrator to Execute a Contract with KnowBe4 for Cybersecurity Services



Mr Milz recommends ADOPTION of the Motion.

Rationale: KnowBe4 is a security awareness company that trains organizations to identify and avoid phishing attacks. It simulates phishing attacks to assess the effectiveness of the training and serves as an ongoing reminder to be wary of potential attacks. This scope of services in this agreement is for training and a subscription to their PhishER threat prioritization platform. The term of the service agreement is for three years and the total cost of the contract is \$14,124.00.

Motion Mr Unger, Seconded Ms Ulrich

No discussion:

All voted Yes. Motion approved.

f. Resolution Authorizing Participation in the State of Ohio Cooperative Purchasing Program

Mr Milz recommends ADOPTION of Resolution #40-22.

Rationale: Through a joint competitive bid, the State of Ohio is often able to secure better pricing. Participating in this program will cost the Township \$170 annually and allow the Township to utilize any state bid for purchasing requirements. More information can be found at:

<https://das.ohio.gov/Divisions/GeneralServices/Procurement-Services/Cooperative-Purchasing>.

Motion Mr Unger, Seconded Ms Ulrich

No discussion:

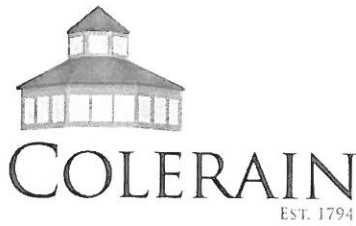
Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes.

Resolution passed.

g. Resolution Adopting Policy Change

Mr Milz recommends ADOPTION of Resolution #42-22.

Rationale: The Township is consistently analyzing existing policies to better serve residents and support employees. Recently, several female members of our Fire & EMS Department approached staff to analyze our existing sick leave donation bank policy in context of pregnancy. Often times, pregnancy occurs near the beginning of an employee's career, prior to the accumulation of a sick leave balance. Employees are then forced to exhaust all of their time, which may only cover a few weeks. Then, the employee is faced with a decision to return to work before their body is fully healed or take unpaid leave. The national average for maternity leave is up to 10 weeks, paid or unpaid, and leave under the Family Medical Leave Act (FMLA) covers an employee for up to 12 weeks of unpaid time off. Township policy 1.9 states that currently a donation of sick leave is not intended to address "typical" illness/injury, elective surgeries, pregnancy, or other conditions or circumstances not considered as extreme



or catastrophic. This change recommends modifying the sick leave donation policy to allow pregnancy and childbirth as an applicable use for a sick time donation bank for the parent that gives birth to the child. As a reminder, the creation of a sick bank does not necessarily mean that the employee will receive donations. It would still be up to employees to decide to donate time.

A copy of the policy can be found in the agenda packet on-line.

Motion Ms Ulrich, Seconded Mr Wahlert.

Discussion:

Mr Unger - I love babies. I'm all for having them. Is this is our contracts with our organized employees?

Mr Milz - No it is not dealt with in the contracts.

Mr Unger - I buy short term and long term disability insurance. Does that cover this child birth?

Mr Milz - Short term disability would cover it. We attempted to provide the ability to purchase short term disability, but we needed 10 employees to sign up and only had 2 sign up to purchase it.

Mr Unger - So what if the father of the child wants to use sick time?

Mr Milz - To the extent that the father has sick time on the books, he could use it, but we could not establish a sick bank for the father.

Mr Unger - This is problematic. I could see where a man would want to be there and can't afford to if they don't have sick time.

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

Resolution passed.

10. Old Business

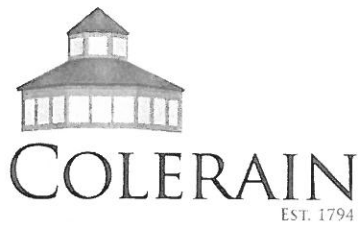
11. Consent Items

a. Contract - Deer Park Roofing - Station 102 Roof Investigation

This contract allows the Fire Department to troubleshoot issues with the roof of Fire Station 102.

b. Contract - Spring Grove Cremation Society - Indigent Burial

Ms. Sharon Burke was a resident of Colerain Township and passed away on March 12, 2022. Ms. Burke was considered indigent and her burial is the obligation of Colerain. The agreement with Spring Grove Cemetery provides for his cremation and disposition. The total cost is \$795.



c. 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: Jordan Meinking The wage for this job is \$32.69 per hour for 40 hours per week. Contingent upon Board approval and successful completion of the medical and psychological examination, he would be eligible to begin work on April 13, 2022.

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: Robert Bolt The wage for this job is \$32.69 per hour for 40 hours per week. Contingent upon Board approval and successful completion of the medical and psychological examination, he would be eligible to begin work on April 13, 2022.

e. New Hire - Seasonal Maintenance Workers - Public Services

The position of Seasonal Maintenance Worker was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individuals at the following rates:

- ☐ Cody Brown: \$14.50/hour
- ☐ Matt Moore: \$13/hour
- ☐ Nolan Worley: \$13/hour
- ☐ Dylan Bigner: \$14.50/hour
- ☐ Jaden Chappell: \$13/hour

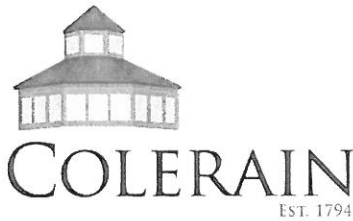
Workers may work up to 40 hours per week. Contingent upon Board approval, all are eligible to begin work on April 13, 2022.

f. New Hire - Litter Laborers - Public Services

The position of Litter Laborer was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individuals: Rick Hauss and Vince Bennett. The wage for this job is \$15 per hour for 20 hours per week. Contingent upon Board approval, he would be eligible to begin work on April 13, 2022.

g. New Hire - Assistant Summer Camp Director - Public Services

The position of Assistant Summer Camp Director was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individual: Rachel Aston. The wage for this job is \$12.00 per hour for 20 hours per week. Contingent upon Board approval, he would be eligible to begin work on April 13, 2022.



h. New Hire - Seasonal Fire Hydrant Maintenance Workers - Department of Fire & EMS

The position of Seasonal Fire Hydrant Maintenance Workers was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individuals:

1. Alex Allen
2. Shane McNally
3. Carson Settergren

The wage for this job is \$11.33 per hour for no more than 30 hours per week. Contingent upon Board approval, they would be eligible to begin work on April 17, 2022.

i. New Hire - Executive Assistant - Department of Fire & EMS

The position of Executive Assistant was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individual: Shannon Baker. The wage for this job is \$63,000.00 per year. Contingent upon Board approval, he would be eligible to begin work on April 17, 2022.

j. New Hire - Accounting Specialist - Administration

The position of Accounting Specialist was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individual: Sabrina Thurmond. The wage for this job is \$27.88 per hour for 40 hours per week. Contingent upon Board approval, she would be eligible to begin work on April 13, 2022.

Motion to approve all consent items Mr Unger, Seconded Ms Ulrich
All voted Yes. All consent items approved.

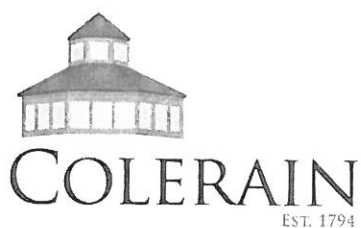
12. **Fiscal Office Report**

We have reached 111 public records requests so far in 2022. We have fulfilled all but 13 of those.

The month of February bank reconciliation and financial report was posted today. We do those bank reconciliations much faster than most municipalities do.

13. **Executive Session – if needed**

Mr Milz recommended the board of trustees go into executive session in accordance with ORC section 121.22 (G)(3) to discuss pending or eminent litigation with the township



attorney.

Motion Mr Unger, Seconded Mr Wahlert

All voted yes. Executive session convened at 10:19pm

Mr Wahlert called the meeting back to order at 10:42pm.

All trustees and fiscal officer were present.

Mr Milz had nothing to report from executive session.

14. Adjournment

Motion to adjourn Mr Unger, Seconded Ms Ulrich

All voted Yes.

Meeting adjourned at 10:42pm.

Fiscal Officer

Trustee

Trustee

Trustee