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Minutes

April 26, 2022

1. **Opening of Meeting**

Mr Wahlert called the meeting to order at 7:03pm.
All trustees and fiscal officer were present.

2. **Pledge of Allegiance** 7:03 PM

Members of Scout Troop 640 led the Pledge of Allegiance. All recited the Pledge of Allegiance.

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

4. **Approval of Minutes**

Mr Baker recommended approval of the minutes of the April 12, 2022 Special Meeting of the board of trustees
Motion Mr Unger, Seconded Ms Ulrich
All voted Yes. Minutes approved.

Mr Baker recommended approval of the minutes of the April 12, 2022 Regular Meeting of the board of trustees.
Motion Mr Unger, Seconded Ms Ulrich
All voted Yes. Minutes approved.

5. **Presentations**

a. Presentation by Chief Denney Introducing and Swearing-In Newly Hired Jesse Prince

Chief Denney introduced and administered the oath of office to Police Officer Jesse Prince.

b. Proclamation - Wasted Food Stops with Us

Hamilton County R3Source requested that Colerain Township participate in Wasted

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Food Stops with Us Day. The County is planning several events to encourage individuals to prevent food waste. To learn more about the initiative, visit https://www.wastedfoodstopswithus.org/.
Mr Wahlert read the proclamation into record.
Motion Mr Unger, Seconded Ms Ulrich
All vote Yes. Proclamation approved.
A copy of the proclamation can be found in the agenda packet on-line as well as the meeting minutes.

c. Proclamation Recognizing August 26 to August 28, 2022 as Germania Society of Cincinnati Weekend in Colerain Township
Mr Unger read the proclamation into record.
Motion Mr Unger. Seconded Ms Ulrich.
Discussion:
Mr Unger - The Germania Society is a marvelous organization. My wife and I joined in July of 2020. This is a group of go getters. They not only survived through Covid, they have thrived.
Mr Wahlert - I agree it, it's been a fantastic asset to the township. Thank you so much for everything you do.
Ms Ulrich - I agree. There are few things that people come across town for, but Germania is one of them.
All voted Yes. Proclamation approved.
A copy of the proclamation can be found in the agenda packet on-line as well as the meeting minutes.

6. Citizens Address

Rich McVay - It was a pleasure to be at the work session tonight. I encourage you to have more. I want to speak about the facility master plan.
It's a good piece of work. It's a lot of work. It's a lot of spending. The plan you're approving tonight is a road map. I would ask that you identify, as best as you can, what systemic improvements are going to result when you make these expenditures? And who will be the beneficiaries of those developments? What's going to happen if you spend these dollars on these things? Think about what money you won't spend when you have new facilities. Identify the tax implications.

Tom Reininger - I'm the farm manager at Walnut Creek Stables. The issue I want to bring to you is; on April 22, 2022 upon arriving at work I noticed debris scattered along the road. I walked the road to determine how much debris was there. I determined it was 100 yards long. I called the township at 8:00 and he explained if the trash was in the roadway, he could help, but if it was on the other side of the white line, it was my responsibilty. His response to me was, "you figure it out". It took me several hours and filled a 6 cubic yard dumpster with debris. The person who answers your phones should work for resolutions to issues.

7. **Administrative Reports**

Mr Miller - Again just for the viewers who didn't see the work session. We are working on development. We're working with Rumpke to clear the site to find an opportunity for a user. One thing we've been missing for some time is a hotel. I'll be meeting with a hotelier this week to see what they're looking for in a site. We're working on a proposal on the old Kroger building on Colerain Ave.

8. **Trustees' Report**

Mr Unger - The comments by Mr Reineger are something we will certainly look into. Always call our administration. If you're not able to get ahold of them, or it's a weekend or something. I answer at 513-404-3057 every day of the week. We had a work session before this meeting. One of the unique things we have here in Colerain is that we don't have any general obligation debt. I don't know of any other municipality or government entity that has worked their way into that situation. I want to stay that way.

Ms Ulrich - I'm newly elected. This is almost the end of my first quarter. I have been most impressed with the staff and personnel here. They've coached me, they've guided me. They've been super freindly. And you've seen the work that goes on tonight between David and everything that goes into these agendas. I just want everyone in Colerain to know, I think their tax dollars are being well spent. I do believe in giving a compliment when a compliment is due. It makes our jobs easier. Thank you to all of you.

Mr Wahlert - May 3rd, please go out and vote. You can vote now at the Board of Elections. School's out soon so please watch. One thing that we noticed last year is that neighborhoods have more kids out. May 21st is the clean up greater Northbrook. I think work sessions are great. My belief is that we get the best results from discussion. If I read out loud it helps me understand better and I think that's what these work sessions are about. The facility plan, I look at it and I'm scared of the cost. I think we have the moral obligation to leave the township in a better condition that where we found it.

9. **New Business**

Public Safety

a. Resolution Declaring Nuisance and Ordering Abatement

Assist. Chief Cordie recommends ADOPTION of Resolution #43-22.

Rationale: This resolution allows for the removal of uncontrolled vegetation and/or

refuse at the following properties:
Colerain Ave. 510-0093-0185-00
9755 Colerain Ave. 510-0103-0089-00
10164 Colerain Ave. 510-0114-0104-00
11929 Hamilton Ave. 510-0011-0479-00
9871 Marino Dr. 510-0041-0035-00
10147 Windswept Ln. 510-0042-0056-00
3628-3650 Springdale 510-0103-0262-00
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.

Public Services

a. Resolution For Disposal By Sale Of Equipment And Vehicles Which Are Obsolete, Unfit, Or Unneeded For Public Use

Mr Milz recommends ADOPTION of Resolution #44-22.
Rationale: The two mowers listed below are currently beyond their useful life and have been replaced with new mowers in 2022.
2011 Scag / M7 - B5600584 2011 Exmark / M2 - 948423.
Motion Mr Unger, Seconded Ms Ulrich
No discussion:
Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes
Resolution passed.

Development

Administration

a. Resolution Authorizing the Adoption of Amended Appropriations for the Year 2022

Mr McElravy recommends ADOPTION of Resolution #45-22.

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Rationale: In 2021, the Board of Trustees created several new funds, including Fund 2402- CDBG Sidewalk Maintenance Fund and Fund 2905- TIF-Northridge. This is the first year that those funds are receiving revenue. The county auditor charges the Township a fee to collect and distribute property tax and payments in lieu of tax. The fees for these funds were not included in the 2022 Strategic Plan and Budget since there was insufficient information to estimate what those charges may be. As a point of reference, the county auditor charged the Township $157,589.92 to collect and remit the first half property tax settlement of $11,589,151.67. This Resolution amends appropriations to address those expenses for the first and second half property tax collections. It increases appropriations in Fund 2402 to $1,700.00 and Fund 2905 to $20.00.
Motion Mr Unger, Seconded Ms Ulrich
No discussion:
Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes
Resolution passed.

b. Resolution Adopting Standard Allowance For Expenditure From American Rescue Plan Act Funds

Mr McElravy recommends ADOPTION of Resolution #46-22.
Rationale: There are two resolutions that are required to be adopted by the Board of Trustees prior to April 30, 2022 in order for the Township to receive and spend the $7,496,967 in American Rescue Plan Act funding. This resolution adopts the standard allowance of $10 million or less for revenue replacement for general services, per the final rules adopted by the United States Treasury.
Motion Mr Unger, Seconded Ms Ulrich
Discussion:
Mr Wahlert - For me, this $7 Million plus, I believe it was, could make a generational change in the township. I want to put that $7 Million in a lock box. Even though we're moving it to the standard kind of accounting terms here, I don't, at least my view is, I don't want the $7Million to be chipped away at. I'm going to be kind of hawkish on that because I think there's sometimes a tendency to let those funds kind of poof. And I think it can make generational changes in the township.
Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes
Resolution passed.

c. Resolution Authorizing Additional Expenditure from American Rescue Plan Act Funds

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Mr McElravy recommends ADOPTION of Resolution #47-22 .
Rationale: This is the second resolution required to be adopted by the Board of Trustees before April 30, 2022 related to the American Rescue Plans Act funding that the Township is set to receive.
Motion Mr Unger, Seconded Ms Ulrich
Discussion:
Mr Unger - In the "where as" section use of funds paragraph 2, when you get to the end of that it mentions, to cover costs incurred by the metropolitan city non entitlement unit of local government or county by December 31st, 2024. Which I interpret that as, this money will need to be spent or committed by December31st, 2024. The amount is actually $7,496,967. I would say for those folks that are going to be living here in 2030 and 2040 and beyond, and when you talk about our facility study, and one of the items that rises to the top to me is the replacement of those two fire stations. Pending discussion with the other board members, this would pretty much cover that. That would be a huge generational change.
Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes
Resolution passed.

d. Motion to Approve Facility Master Plan
Mr Milz recommends ADOPTION of the Motion.
Rationale: The Facility Master Plan was presented at the April 12, 2022 Board of Trustee Meeting. Attached is a full copy of the Master Plan, which outlines key short term and long term improvements to our existing facilities and parks. This project outlines strategies to more efficiently and effectively address space needs and use for the next 20-30 years. Elements of this plan will be brought forward for action in future Trustee meetings and budgets.
A copy of the master plan can be found in the agenda packet on-line.
Motion Mr Wahlert, Seconded Ms Ulrich
Discussion:
Mr Unger - Thank you to everyone who's worked on that. Again, it's just a road map. It gives us a plan. We may decide to fund some of it. This board or a future board may decide to change part of it.
Ms Ulrich - If any of our citizens would want to look at the shape our fire houses are in, feel free to take a tour.
Mr Wahlert - Thank you for all the hard work done on the faculty master plan. There are some items in there that I'm kind of like, ehh, but again, it just gives us an inventory of what we have, but also it gives us an idea of what future maintenance will be.
All voted Yes. Motion approved.

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e. Motion Authorizing Scope of Services Release for Architectural Services for Fire Station 26 and Station 102

Mr Milz recommends ADOPTION of the Motion.
Rationale: The Facility Master Plan highlighted the need for the replacement of Station 26 and Station 102. In evaluating the current supply chain and in light of rising inflation, constructing both stations at the same time will provide the Township with the ability to maximize economies of scale and result in long term cost savings. This motion would be the first step in a series of motions toward the construction of two new fire stations. Future Trustee action on this topic will include the creation of a capital project fund, selection of the design firm, an RFP for a construction manager at risk, selection of the construction company, and potentially site acquisition. It is not anticipated that construction would commence until 2023 and that construction would be completed in 2024. Staff has analyzed several methods to funding these two stations including use of existing cash, debt service, and internal notes. Staff seeks direction from the Board of Trustees on the preferred financing structure. If desired, staff will facilitate a work session on this topic.
A copy of the scope of services can be found in the agenda packet on-line.
Motion Mr Unger, Seconded Ms Ulrich
Discussion:
Mr Unger - After the scope of services is determined, the board will have a say in what exactly this entails. At that point, I am looking for something functional.
Mr Wahlert - So this scope of services would be concurrent construction. Is there any thought to look at consecutive vs concurrent? I get it with interest rates climbing and inflation climbing. What would be the negative of releasing the scope of service in two ways?
Mr Milz - We can do that. I can't think of any instances where things have got cheaper over time. Interest rates are rising. Inflation is rising. We can do that, but I would anticipate that it would be more expensive to build consecutively.
All voted Yes. Motion approved.

f. Motion To Authorize Township Administrator To Enter Into An Agreement For Gas Aggregation At A Rate Below The Current Duke Energy Ohio Gas Cost Recovery Rate At The Time Of Execution For A Period Not To Exceed 24 Months

Mr Milz recommends ADOPTION of the Motion.
Rationale: Our existing contract for Gas Aggregation is set to expire in May of 2022.

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The Township Trustees previously authorized the Administrator to enter into a gas aggregation contract at a rate not to exceed $0.56 ccf for a period of 24 months. Due to the volatile nature of gas prices, gas rates did not fall at or below this threshold. Staff is now recommending that the Board authorize the Administrator to enter into an agreement for gas aggregation at a rate below the current Duke Energy Ohio Gas Cost Recovery Rate for a period not to exceed 24 months. This language and request is consistent with language adopted by other Townships, including Green Township, Delhi Township, and Symmes Township. Consistent with prior aggregation agreements, residents would be able to opt out of the program at no charge and at any time. The final contract would be brought forward for information on a future consent agenda.
Motion Mr Wahlert, Seconded Ms Ulrich
Discussion:
Mr Unger - So how long are we giving you that authority for?
Mr Milz - Until the contract is executed.
Mr Unger - It sounds permanent. That we're permanently giving you that authority.
Mr Milz - I thnk that it would end as soon as the contract is executed.
Mr Unger - What it it's two years from now? So we're just turning this over to you for you to shop it.
Mr Milz - I don't anticipate that we would go without a contract for two years. If the price gets better, it would be great to be able to execute the contract and not lose out.
All voted Yes. Motion approved.

g. Resolution Modifying Organization Chart and Roster
Mr Milz recommends ADOPTION of Resolution #48-22.
Rationale: Staff reviewed applicants for the seasonal fire hydrant maintenance worker role. Based on these reviews, staff has identified a fourth employees that would be an excellent candidate for employment. Modifying the organizational chart to add this role would provide an excellent return on investment and fit within existing appropriations.
A copy of the job descriptions can be found in the agenda packet on-line.
Motion Mr Unger, Seconded Ms Ulrich
Discussion:
Mr Unger - Just to be clear, how long does the season last?
Chief Walls - Until October.
Mr Unger - So we're authorizing a position until the end of October?
Mr Milz - You're adding a fourth fire hydrant maintenance worker to the organizational chart.
Mr Wahlert - So when it's not in season, will it just remain vacant on the organization chart?
Mr Milz - It's similar to our seasonal maintenance workers who cut grass.

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Mr Unger - But we're permanently authorizing 4 seasonal workers next year?
Mr Milz - when we review our organizational chart, every year with the strategic planning process and our budget process, we figure out what it is you want us to accomplish, what resources we have to work with and we come to you with an organizational chart for the year that will get us through.
Mr Unger - I want to review this at the end of the year.
Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes.
Resolution passed.

h. Motion Authorizing Township Administrator to Execute an Agreement with One Stop Pest Control

Austin Rittenger recommends ADOPTION of the Motion.
Rationale: As a matter of best practice, the Township will routinely review existing contracts with vendors against the marketplace to determine if changing vendors can result in better service and a cost savings to the Township. Currently, the Township spends $6,582 per year for pest control services. The proposed contract with One Stop Pest Control would lower that cost to $6,050, resulting in a savings of nearly $500. One Stop Pest Control came with several positive references and they are also a member of the Colerain Chamber of Commerce. The Township also received proposals from Okrin Pest Control ($6,100/year) and Hawx Pest Control ($6,555/year). If this agenda item is approved, staff will send a thirty day termination notice to our existing pest control vendor and execute this contract with a beginning service date of 6/1/2022.
A copy of the service agreement can be found in the agenda packet on-line.
Motion Mr Wahlert, Seconded Ms Ulrich
No discussion:
All voted Yes. Motion approved.

10. Old Business

11. Consent Items

a. New Hire - Seasonal Fire Hydrant Maintenance Worker - Department of Fire & EMS

The position of Seasonal Fire Hydrant Maintenance Worker was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individual: Orlando Berry. The wage for this job is $11.33 per hour for no more than 30 hours per week. Contingent upon Board approval, he would be eligible to begin work on May 1, 2022.

b. 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: Brett Vollrath. 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 April 27, 2022.

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: Cody Lee. 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 April 27, 2022.

d. New Hire - Maintenance Worker - Public Services

The position of Maintenance Worker was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individual: Dan McAninch. The wage for this job is $19.00 per hour for 40 hours per week. Contingent upon Board approval, he would be eligible to begin work on April 27, 2021. Per the Collective Bargaining Agreement, Mr. McAninch's hourly wage would increase to $21.00 per hour once a CDL A is obtained.
Mr Milz recommends approval of all consent items.
Motion to approve all consent items Mr Unger, Seconded Ms Ulrich
Discussion:
Mr Wahlert - On the public service maintenance worker, that's a requirement to have the CDLA right?
Mr Milz - Yes, within a year.
All voted Yes. All consent items approved.

12. **Fiscal Office Report**

No report.

13. **Executive Session** – if needed

No need for executive session.

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14. **Adjournment**

Motion to adjourn Mr Unger, Seconded Ms Ulrich.
All voted Yes.
Meeting adjourned at 8:27pm.

Fiscal Officer

Trustee

Trustee

Trustee

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