

Regular Meeting of the Board of Trustees - June 28

June 28, 2022

- 1. Opening of Meeting**
- 2. Executive Session 6:00 PM**
- 3. Pledge of Allegiance 7:00 PM**
- 4. Meditation (Moment of Silence)**
- 5. Approval of Minutes**
- 6. Presentations**
 - a. Presentation by Chief Walls Introducing and Swearing-In a Newly Promoted Personnel
 - b. Presentation by Pro Seniors
 - c. Presentation by Lt. Phillips on Traffic Calming Study
 - d. Presentation by Dave Moravec about the Old-Time Baseball Game
 - e. Proclamation Recognizing July 11, 2022 as Ronald C. Harris Day in Colerain Township
- 7. Citizens Address**
- 8. Administrative Reports**
- 9. Trustees' Report**
- 10. Fiscal Office Report**
- 11. New Business**

Public Safety

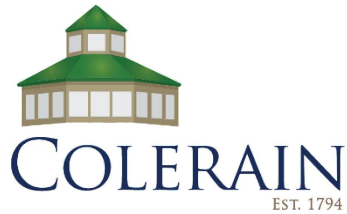
- a. Resolution Declaring Nuisance and Ordering Abatement

Public Services

- a. Resolution to Prepare and Submit an Application to Participate in the Transit Infrastructure Fund Program and to Execute Contracts as Required.

Development

- a. Motion Setting a Public Hearing on July 26, 2022 for Zoning Commission Case ZA2022-05: Major Amendment to ZA2005-003 Stone Creek Phase 1
- b. Motion Setting a Public Hearing on July 26, 2022 for Zoning Commission Case ZA2022-03: Major Amendment to ZA2007-001 Stone Creek Phase 2
- c. Motion to Appoint Mr. Tim Bachman to the Zoning Commission to Fill the Unexpired Term of Mr. Al Grote
- d. Motion Authorizing the Township Administrator to Release a Request for Proposals for Comprehensive Zoning Resolution Amendment



- e. Resolution for the Demolition of the Property at 7954 Harrison Avenue
- f. Resolution for the Demolition of the Property at 3483 Niagara Street
- g. Resolution for the Demolition of the Property at 3484 Niagara Street

Administration

- a. Motion Authorizing Township Administrator to Execute a Service Order and All Necessary Agreements with Emersion Design LLC for Architectural and Engineering Services for the Construction of Fire Station 26 and Fire Station 102
- b. Resolution Dissolving We Thrive
- c. Motion to Establish a Public Hearing on the 2023 Tentative Tax Budget on Tuesday, July 12, 2022 at 7pm

12. Old Business

13. Consent Items

- a. Contract - OpenGov - Professional Services
- b. Contract - Arcoro - Professional Services
- c. New Hire - Part-Time Firefighter/EMT - Department of Fire and EMS

14. Executive Session – if needed

15. Adjournment

PRESENTATIONS

Department: Fire

Department Director: Allen Walls, Fire Chief

Strategic Plan Goal: Strategic Goal #5: Continue to Provide High Quality Safety Services.

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

No action is requested of the Board.

Rationale:

Presentation by Chief Walls Introducing and Swearing-In a Newly Promoted Full-time Firefighter, Stephen Bischoff.

PRESENTATIONS

Department: Board of Trustees

Department Trustee Wahlert
Director:

Strategic Plan
Goal:

Presentation by Pro Seniors

No action is requested of the Board.

Rationale:

Trustee Wahlert requested a presentation by Pro Seniors on the work they do in our community.

PRESENTATIONS

Department: Police

Department Director: Mark Denney, Police Chief

Strategic Plan Goal: Strategic Goal #5: Continue to Provide High Quality Safety Services.

Presentation by Lt. Phillips on Traffic Calming Study

No action is requested of the Board.

Rationale:

Lt. Phillips will present data from recent traffic calming efforts.

PRESENTATIONS

Department: Administration

Department Director: Geoff Milz, Administrator

Strategic Plan
Goal:

Presentation by Dave Moravec about the Old-Time Baseball Game

No action is requested of the Board.

Rationale:

Mr. Moravec will deliver a presentation on the old-time baseball game on July 3, 2022.

PRESENTATIONS

Department: Administration

Department Director: Geoff Milz, Administrator

Strategic Plan
Goal:

Proclamation Recognizing July 11, 2022 as Ronald C. Harris Day in Colerain Township
Recommend ADOPTION of the Proclamation.

Rationale:

**PROCLAMATION RECOGNIZING JULY 11, 2022 AS
RONALD C. HARRIS DAY
IN COLERAIN TOWNSHIP**

Hamilton

.....County, Ohio

Colerain

Be It Proclaimed *by the Township Trustees ofTownship, that*

WHEREAS, Ronald C. Harris has been a resident of Colerain Township since 1961; and

WHEREAS, Ronald Harris served in the U.S. Marines in 1951, working on airplanes. He graduated from the University of Cincinnati with a degree in Criminal Justice and worked as a Hamilton County Bailiff; and

WHEREAS, Ronald went to Chase College of Law to become a lawyer, and was an attorney for 43 years; and

WHEREAS, during the 1980's, Ronald served as a Colerain Township Trustee and also served on the Colerain Township Board of Zoning Appeals; and

WHEREAS, Ronald has 4 children, 9 grandchildren, and 5 great-grandchildren. He enjoys spending time with his family, reading, writing, history and playing golf. Ronald is celebrating his 90th birthday on July 11, 2022. We are proud to honor him on his 90th birthday celebration and wish him continued health and happiness.

Be it Proclaimed that the Colerain Township Board of Trustees does hereby recognize
July 11, 2022 as Ronald C. Harris Day in Colerain Township.

Adopted the 28th June 2022
.....day of

Attest
Fiscal Officer

.....
.....

Township Trustees

PUBLIC SAFETY

Department: Police

Department Director: Mark Denney, Police Chief

Strategic Plan Goal: Strategic Goal #2: Engage the New Economy with Green Initiatives

Resolution Declaring Nuisance and Ordering Abatement

Recommend ADOPTION of the Resolution.

Rationale:

2848 Brampton
4419 Day
3261 Deshler
2909 Greenbrook
9353 Loralinda
7184 Memory
2566 Merritview
10336 Moonflower
10342 Moonflower
3135 Niagara
3227 Niagara
3436 Niagara
8349 Pippin
12046 Pippin
3494 Poole
3226 Sovereign
11448 Swissvale
2762 Wheatfield
2668 Springdale

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.

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at 7:00 p.m., on the 28th day of June 2022, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Matthew Wahlert, Cathy Ulrich, Dan Unger

Mr. _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION DECLARING NUISANCE AND ORDERING ABATEMENT

WHEREAS Uncontrolled vegetation and/or refuse and debris were reported at the properties listed below:

<u>Address</u>	<u>Book-Page-Parcel No.</u>
2668 Springdale	510-0043-0044-00
2848 Brampton	510-0041-0438-00
4419 Day	510-0170-0079-00
3261 Deshler	510-0102-0215-00
2909 Greenbrook	510-0024-0216-00
9353 Loralinda	510-0054-0429-00
7184 Memory	510-0074-0331-00
2566 Merritview	510-0032-0434-00
10336 Moonflower	510-0042-0184-00
10342 Moonflower	510-0042-0185-00
3135 Niagara	510-0052-0394-00
3227 Niagara	510-0102-0092-00
3436 Niagara	510-0102-0048-00
8349 Pippin	510-0061-0405-00
12046 Pippin	510-0011-0405-00
3494 Poole	510-0104-0139-00
3226 Sovereign	510-0064-0128-00
11448 Swissvale	510-0024-0266-00
2762 Wheatfield	510-0041-0249-00

WHEREAS Ohio Revised Code Section 505.87 provides that, at least seven days prior to providing for the abatement, control, or removal of any vegetation, garbage, refuse, or debris, the Board of Trustees shall notify the owner of the land and any holders of liens of record upon the land; and

WHEREAS Ohio Revised Code Section 505.87 provides that, if the Board of Trustees determines within twelve consecutive months after a prior nuisance determination that the same owner's maintenance of vegetation, garbage refuse, or other debris on the same land in the township constitutes a nuisance, at least four days prior to providing for the abatement, control or removal of the nuisance, the Board must send notice of the subsequent nuisance determination to the landowner and to any lienholders of record by first class mail; and

WHEREAS In accordance with Ohio Revised Code Section 505.87, the Township Trustees have the authority to contract to abate the nuisances and have the costs incurred assessed to the property tax bills; therefore

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, as follows:

1. That this Board specifically finds and hereby determines that the uncontrolled growth of vegetation and/or the refuse and debris on each of the said properties listed above constitute a nuisance within the meaning of Ohio Revised Code Section 505.87, and the Board directs that notice of this action be given to owners of the said property and lienholders in the manner required by Ohio Revised Code Section 505.87;
2. That this Board hereby orders the owners of said property to remove and abate the nuisances within seven days after notice of this order is given to the owners and lienholders of record, and within four days after notice of this order is given to the owners and lienholders of record for properties previously determined to be a nuisance. If said nuisances are not removed and abated by the said owners, or if no agreement for removal and abatement is reached between the Township and the owners and lienholders of record within four or seven days after notice is given, the Zoning Inspector shall cause the nuisances to be removed, and the Township shall notify the County Auditor to assess such cost plus administrative expense to the property tax bills for the said parcel, as provided in Ohio Revised Code Section 505.87;
3. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code; and
4. That the Board by a majority vote hereby dispenses with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of the Resolution upon its first reading.
5. That this Resolution shall be effective at the earliest date allowed by law.

Mr. seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Mr. Wahlert_____, Mrs. Ulrich_____, Mr. Unger_____

ADOPTED this 28th day of June 2022.

BOARD OF TRUSTEES:

Matthew Wahlert, Trustee

Cathy Ulrich, Trustee

Dan Unger, Trustee

ATTEST:

Jeff Baker,
Colerain Township Fiscal Officer

Resolution prepared by and approved as to form:

Lawrence E. Barbieri (0027106)
5300 Socialville Foster Rd., Suite 200
Mason, OH 45040 (513) 583-4200
Colerain Township Law Director

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer

this 28th day of June 2022.

Jeff Baker
Colerain Township Fiscal Officer

PUBLIC SERVICES

Department: Public Services

Department Director: Jeff Weckbach, Assistant Township Administrator

Strategic Plan Goal: Strategic Goal #5: Continue to Provide High Quality Safety Services

Resolution to Prepare and Submit an Application to Participate in the Transit Infrastructure Fund Program and to Execute Contracts as Required

Recommend ADOPTION of the Resolution.

Rationale:

The Southwest Ohio Regional Transit Authority (SORTA) is now funded by a 0.8 percent county sales tax for the next twenty-five years. Twenty-five percent of the sales tax levy (0.2 percent) has been allocated toward infrastructure improvements within Metro's service area. Colerain Township is preparing a grant application to improve sidewalk infrastructure along Colerain Avenue and will leverage existing Transportation Alternative grant dollars as the local match.

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at _____ p.m. on the _____ day of June, 2022, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, OH 45251, with the following members present:

Cathy Ulrich, Dan Unger, Matthew Wahlert

Mr./Ms. _____ introduced the following Resolution and moved its adoption:

RESOLUTION NO. _____-22

RESOLUTION AUTHORIZING COLERAIN TOWNSHIP TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE TRANSIT INFRASTRUCTURE FUND PROGRAM AND TO EXECUTE CONTRACTS AS REQUIRED

WHEREAS, the Transit Infrastructure Fund Program provides funding for the general construction or maintenance of roads or bridges and related facilities involved in the provision of service by the regional transit authority; and

WHEREAS, the Board of Trustees of Colerain Township, Hamilton County, Ohio, is planning to make capital improvements to Colerain Avenue bus and sidewalk infrastructure; and

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the Transit Infrastructure Fund which is in the best interest of the Township and will improve the health, safety, and general welfare of its residents and those who work and visit the Township;

NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees of Colerain Township, Hamilton County, Ohio, hereby agree to:

1. Authorize Geoff Milz, Township Administrator of Colerain Township, to apply to the Transit Authority for the funds as described above.
2. Authorize Geoff Milz, Township Administrator of Colerain Township, to enter into any agreements and/or execute any documents with the Transit Authority as may be necessary and appropriate for obtaining this financial assistance.
3. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of the Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code.
4. That the Board by a majority vote hereby dispenses with the requirement that this Resolution be read on two separate days, pursuant to §504.10 of the Ohio Revised Code, and hereby authorizes the adoption of the Resolution upon its first reading.
5. This Resolution shall take effect on the earliest date permitted by law.

Mr./Ms. _____ seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Ms. Ulrich _____, Mr. Unger _____, Mr. Wahlert _____

ADOPTED this _____ day of June, 2022.

BOARD OF TRUSTEES:

Cathy Ulrich

Dan Unger

Matt Wahlert

ATTEST:

Jeff Baker
Colerain Township Fiscal Officer

Resolution prepared by and approved as to form:

Scott A. Sollmann (0081467)
Colerain Township Asst. Law Director
5300 Socialville Foster Rd., Suite 200
Mason, OH 45040
(513) 583-4200

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer this _____ day of June, 2022.

Jeff Baker
Colerain Township Fiscal Officer

DEVELOPMENT

Department: Development

Department Director: David Miller, Director of Development

Strategic Plan Goal: Strategic Goal #1: Increase Focus on Economic Development and Township Prosperity

Motion Setting a Public Hearing on July 26, 2022 for Zoning Commission Case ZA2022-05: Major Amendment to ZA2005-003 Stone Creek Phase 1

Recommend ADOPTION of the Motion.

Rationale:

The Colerain Township Zoning Commission Case ZA2022-05 requires final approval by the Board of Trustees after a Public Hearing.

DEVELOPMENT

Department: Development

Department Director: David Miller, Director of Development

Strategic Plan Goal: Strategic Goal #1: Increase Focus on Economic Development and Township Prosperity

Motion Setting a Public Hearing on July 26, 2022 for Zoning Commission Case ZA2022-03: Major Amendment to ZA2007-001 Stone Creek Phase 2

Recommend ADOPTION of the Motion.

Rationale:

The Colerain Township Zoning Commission Case ZA2022-03 requires final approval by the Board of Trustees after a Public Hearing.

DEVELOPMENT

Department: Development

Department Director: David Miller, Director of Development

Strategic Plan Goal: Strategic Goal #1: Increase Focus on Economic Development and Township Prosperity

Motion to Appoint Mr. Tim Bachman to the Zoning Commission to Fill the Unexpired Term of Mr. Al Grote
Recommend ADOPTION of the Motion.

Rationale:

Most recently, Mr. Tim Bachman served as Senior Manager, Business Development and Project Management for REDI Cincinnati for approximately 4 years. Previously, Mr. Bachman served as the Development Services Director for Fairfield, OH for 30 years, being responsible for all aspects of the management and coordination of planning and economic development disciplines.

Mr. Bachman will fill the unexpired term of Mr. Al Grote whose term lasts until December 31, 2026.

DEVELOPMENT

Department: Development

Department Director: David Miller, Director of Development

Strategic Plan Goal: Strategic Goal #1: Increase Focus on Economic Development and Township Prosperity

Motion Authorizing the Township Administrator to Release a Request for Proposals for Comprehensive Zoning Resolution Amendment

Recommend ADOPTION of the Motion.

Rationale:

The Comprehensive Zoning Resolution Amendment is needed to update the current Colerain Township Zoning Resolution to better align with the recently adopted Comprehensive Plan, Imagine Colerain. Ultimately, the desire is to amend the Zoning Resolution to allow Colerain Township to effectively implement sound planning and development practices as a means to guide Colerain Township to becoming the premier location within the Cincinnati area for businesses and families in which to live, work and play.



Request for Proposals (RFP)

Comprehensive Zoning Resolution Amendment for Colerain Township

Release Date: 06/29/2022
Response Deadline: 07/29/2022

Colerain Township Planning & Zoning
4200 Springdale Road
Cincinnati, Ohio 45251

Guidelines and Instructions
Request for Proposals (RFP) for a Comprehensive Amendment to the
Colerain Township Zoning Resolution.

Colerain Township
4200 Springdale Road
Cincinnati, Ohio 45251
Phone: 513-385-7505

NOTICE TO RESPONDENTS

Colerain Township is soliciting proposals for Comprehensive Zoning Resolution Amendment services until July 29th, 2022. All clarifying questions for this proposal should be directed to Jarrod Alig, Zoning Administrator, via email at Jalig@colerain.org.

Respondents should be aware that any records they submit to the Township, or that are used by the Township may be public records. The Township will promptly disclose public records upon request unless a statute exempts them from disclosure. Respondents should also be aware that if even a portion of a record is exempt from disclosure, generally, the rest of the record must be disclosed.

GENERAL INFORMATION

Colerain Township, Hamilton County, Ohio is a unique township within Ohio consisting of almost 60,000 people, located throughout 43 square miles. Situated within close proximity to Cincinnati, Ohio and its amenities and accessibility, the Township is a desired community in which to live, work, and shop. Although its use mix is predominantly residential, it also includes a diverse mix of commercial, industrial, and other uses within its limits. The Township has one major regional retail corridor (Colerain Avenue), with several other retail centers dispersed throughout areas of the Township. Numerous sites within Colerain Township are highly desired due to Colerain's excellent connectivity thanks to interchanges located along I-275, and Ronald Reagan Cross County Highway. The largest private employer in Colerain Township is Rumpke Waste Inc. The Township is governed by three independently elected Trustees, and one elected Fiscal Officer. In addition to the Board of Trustees, planning and zoning matters are brought before Colerain Township's Zoning Commission and Board of Zoning Appeals.

The organization selected through the RFP process will work closely with Colerain Township to create a comprehensive zoning amendment.

PROJECT SCOPE

The goal of this Comprehensive Zoning Resolution Amendment ("Amendment") is to update the current Colerain Township Zoning Resolution to better align with the recently adopted Comprehensive Plan, *Imagine Colerain*. Ultimately, the desire is to amend the Zoning Resolution to allow Colerain Township to effectively implement sound planning and development practices as a means to guide Colerain Township to becoming the premier location within the Cincinnati area for businesses and families in which to live, work and play.

The selected Consultant will conduct a comprehensive review and update of the current Zoning Resolution and Zoning Map. The final scope of work shall be determined jointly by the Consultant, Administration Staff, and Board of Trustees. While by no means exhaustive or all encompassing, the following is a list of minimum performance requirements of the Consultant:

Collaboration

- Receive input from and work collaboratively on this project with members of the Colerain Township Administration Staff (“Administration”), Board of Trustees (“Trustees”), Zoning Commission (“Commission”), and the Board of Zoning Appeals (“BZA”).
- Be responsible for all fact gathering for the project.
- Be responsible for drafting all updates to the Resolution and Zoning Map.

Review

- Review the current Colerain Township Zoning Resolution, the *Imagine Colerain* Comprehensive Plan, and other documents as necessary.
- Work closely with Administration to produce an analysis of the current Resolution, considering the goals, objectives, and recommendations within *Imagine Colerain* to ensure consideration of that plan in the analysis of the current Zoning Resolution, and of any proposed amendments.

Considerations

- Consideration of updates to all articles and sections of the Zoning Resolution.
- Exploration, within legal limits, of new practices and/or processes to reduce obstacles facing developers seeking to build in the Township.
- Consideration of further expansion of the “Definitions” section of the Zoning Resolution.
- Consideration of land uses additional to those currently permitted.
- Consideration of any and all other amendments that may benefit the Township.

Work

- Prepare, draft, and present an analysis of the Comprehensive Zoning Resolution Amendment. The analysis shall be based on the Consultant’s reviews of the current Zoning Resolution, the *Imagine Colerain* Comprehensive Plan, The Colerain Ave. Corridor Plan, the Northbrook Now Strategic Reinvestment Plan, the Growing a Greater Groesbeck Strategic Reinvestment Plan, the Connect Colerain Sidewalk Plan, the current Zoning Map, and other relevant documents.
- The analysis will be presented to the Administration for discussion and consideration.
- Participate, as requested, in the presentation of the analysis to and discussions with the Administration, Trustees, Commission, and BZA. The Administration will identify and determine concerns or issues and provide those to the Consultant.
- Upon receiving the concerns and issues from the Administration, Trustees, Commission, and BZA, prepare draft amendments to the Resolution and Zoning Map, including graphics.
- The resulting amendments will be reviewed by the Administration for final revision. Changes and comments will be provided to the Consultant.
- Incorporate requested changes and prepare the final version of the amendments to the Resolution and Zoning Map.
- The final version will then be presented to the Administration, Trustees, Commission, and BZA for action in accordance with the zoning amendment process in *O.R.C. § 519.12*. As requested, the Consultant shall participate in this process.
- Incorporation of approved amendments into the Resolution and Zoning Map. The Consultant shall work with Zoning Staff to make the resulting documents accessible, interactive (electronic device compatible), and user-friendly for both the public and Township officials and staff.

Deliverables

- Analysis of the current Resolution based on a review of the current Zoning Resolution and *Imagine Colerain* Comprehensive Plan and other adopted plans.
- Draft amendments to the Zoning Resolution and Zoning Map.
- Prepare final version of amendments to the Resolution and Zoning Map for action by the Administration, Trustees, Commission, and BZA in accordance with the zoning amendment process as prescribed in *O.R.C. § 519.12*.
- Final accessible, interactive (electronic device compatible, Word Document, PDF, and Geodatabase / shapefiles), and user-friendly versions of the Resolution and Map for use by both the public and Township officials and staff.

Current Township Planning and Zoning Documents

Zoning Resolution

Planning in Colerain began in the mid-1960s and was administered by the Hamilton County Rural Planning Commission (RPC). In 1994, the residents of Colerain Township voted to establish township zoning, and the Colerain Township Zoning Resolution was adopted. The current Resolution underwent a comprehensive text amendment in 2006, and currently consists of sixteen articles, twelve “single letter” zoning districts, and six special zoning districts. The current zoning districts are a mix of Euclidean, and planned development districts. Colerain Township is a “Limited Home Rule” Township as described in *O.R.C § 504*. A copy of the current Zoning Resolution can be found on the Township website at:

<https://www.colerain.org/DocumentCenter/View/3616/Current-Zoning-Resolution>

Comprehensive Plan

The Township recently adopted the 2021 Comprehensive Land Use Plan known as “*Imagine Colerain*.” The plan was created using the format provided by the Land Use Commission of the OKI Regional Council of Governments. *Imagine Colerain*, and its included recommendations, can be found on the Township website at:

<https://www.colerain.org/DocumentCenter/View/3621/Current-Comprehensive-Plan-Imagine-Colerain>

Zoning Map

A current Zoning Map of Colerain Township can be found at:

<http://www.arcgis.com/home/webmap/viewer.html?webmap=6c0b5f1167184bf591babb4adbe33d59>

In addition to internal Colerain Township planning documents, other regional plans, and planning studies are to be considered in the creation process of the Amendment, including, but not limited to, those from OKI Regional Council of Governments, Hamilton County, Ohio and the State of Ohio.

Project Budget

The estimated budget for this project is \$80,000 to \$100,000. Proposals that fall outside of this budget may be considered. If exceeding the proposed budget, please provide additional detail as to justification.

TIMELINES

<u>Event:</u>	<u>Date:</u>
1. Township Trustees RFP Approval:	June 28 th , 2022
2. RFP Publicly Released:	June 29 th , 2022
3. Comments & Questions:	July 22 nd , 2022
4. Proposal Submittal Deadline:	July 29 th , 2022 @ 4:30 p.m.
5. Internal Review Period:	August 1 st - August 12 th , 2022
6. Interviews, if applicable:	August 15 th - August 26 th , 2022
7. Projected Township Trustees approval:	September 13 th , 2022
8. Projected Contract Commencement:	September 14 th , 2022

The Township will not be responsible for proposals received after the 4:30p.m. deadline on July 29th, 2022.

RESPONSE FORMAT

All proposals shall be submitted in the following format. Failure to abide by this format may result in the disqualification of the submission.

1. Cover Letter – A cover letter signed by an individual who is authorized to submit the response to the Request for Proposals.
2. Experience– A listing of up to three comparable projects with a description of services rendered, including any required subcontracting. Please include contact information.
3. List of Key Staff – A complete list of key personnel who will be involved with this project, including their experience and qualifications. In addition, any key sub contractors and their staff should also be identified, if applicable.
4. Conflicts of Interest – Disclosure of any conflicts of interest to their accepting an award of the contract with Colerain Township. If a conflict of interest exists, the manner in which said conflict of interest would be rectified should be included, if said contract is awarded to the proposer.
5. Legal Disclosure – Disclosure of your firm’s current legal and financial situation, including any bankruptcies filed, and any material (in excess of \$50,000) claims, judgments, arbitrations, investigations, or lawsuits pending.
6. Cost Proposal/Fee Structure – Provision of a simple description or explanation of your firm’s billing structure. This can be either an hourly rate, set monthly fee, or other fee structure. If you are not proposing to provide all services listed, please indicate an estimated fee for each service type.
7. Sample Contract – A copy of sample agreement/contract. This will allow the Township to expedite the review/award process. Please include any proposed performance

measures that will allow the Township to gauge the effectiveness of the contract in this document.

8. **Other Information** – A statement of any other pertinent information that should be known in order to effectively evaluate the proposal.

EVALUATION CRITERIA

Proposals will be initially evaluated by internal Township staff, including the Township Administrator, Assistant Administrator, Development Director, and Zoning Administrator (“Administration”). After this initial internal review, a recommendation will be provided by the Administration to the Board of Trustees for a final decision. Colerain Township Trustees must approve the final contract and vendor selection before the process is completed.

Factors and Criteria for Review, Evaluation, and Ranking of Proposals

The Administration intends to engage the most qualified consultant available for this project, consistent with the approved funds made available by the Trustees. It is imperative the Consultant’s proposal fully address all aspects of this RFP. It must provide the Administration with clearly expressed information concerning the Consultant’s understanding of the specific requirements which will in turn facilitate the completion of this project in a thorough and efficient manner. Proposals will be received, evaluated, and scored by members of the Administration using the factors and criteria in the chart below. The corresponding weight/importance of each factor and criteria is shown in the chart. Scoring will be on a 100-point scale. All scoring will be at the sole discretion of each Administration member.

Factor/Criteria	Weight/Importance
<u>Qualifications of the Firm:</u> Firm’s qualifications to provide the services, including, but not limited to, capabilities, experience, facilities, equipment, technologies, availability, and ability to devote time to the project.	10
<u>Experience of the Firm:</u> Firm’s experience in similar projects in the last five (5) years.	10
<u>Qualifications of Project Personnel:</u> Qualifications of the individuals assigned to work on the project, including, but not limited to, education, training, relevant experience, availability, and ability to devote time to the project.	10
<u>Understanding of the Project:</u> Firm’s understanding of the project in regards to the scope of services and response to scope of work and content of the RFP.	15
<u>Project Schedule:</u> Ability to complete the project in a timely manner and meet the proposed project schedule.	10
<u>Project Cost:</u> The total cost, as well as the value of services provided by the firm.	15
<u>Clarity of Presentation:</u> The quality and clarity of the presentation as a response to the requirements of the scope of work and content of the RFP.	15
<u>Project Deliverables:</u> The type and quality of services, documents, and materials proposed to be provided during and as a final product to be turned over to the Township upon project completion.	15

<u>TOTAL</u>	100

The total scores given by each Administration member on each proposal will then be added together. This will result in a sum total for each proposal. The sum total will then be used to rank the proposals, with the highest sum total receiving the highest ranking.

Proposals shall be submitted as follows

Proposals will be received at the Development Department during standard business hours (8:00 a.m. to 4:30 p.m. Monday - Friday) until 4:30 p.m. local time on July 29, 2022. **Mailed proposals must be physically received by the Zoning Administrator at or before 4:30 p.m. EDST on July 29, 2022.** Date mailed and postmarks will not be considered as the date received. Proposals received after this time and date shall not be considered and will be disqualified.

Offerors are responsible for submitting their proposals prior to the deadline. The Township will not be responsible for any internal or external delivery delays which may cause a proposal to arrive after the deadline.

Number of Copies

An original signed hard copy of the proposal, plus four (4) hard copies, and a flash drive or CD containing a digital copy of the complete proposal must be submitted. All electronic submissions shall be in PDF format.

Form of Submission

Proposals shall be submitted in substantially the following form:

- The proposal shall be submitted in hard copy and digital form (flash drive or CD) as required by this RFP. (Proposals sent by text message, telegram, telephone, email, and/or facsimile will not be accepted.)
- The proposal shall contain the full name of each entity, person, party, and/or parties submitting the proposal and all persons interested therein, as well as the address, telephone number, email address, and other contact information for the entity, person, party, and/or parties submitting the proposal.
- Proposals shall include information satisfying and/or addressing the requirements contained in this RFP.
- The offeror must complete and submit all forms and documents required by and included in this RFP.

Proposals should be addressed and submitted to:

Colerain Township Development Department
Jarrod Alig – Zoning Administrator
4200 Springdale Road
Cincinnati, OH 45251

Failure to Submit Required Documents

The failure of an offeror to provide all information required by this RFP and/or to submit fully completed and signed copies or any affidavits, forms, or other documents required by this RFP may result in rejection of the entire proposal.

Modification / Amendment / Supplement to RFP

The Administration may modify, amend, or supplement this RFP at any time during the proposal process. The Administration will email any modification(s), amendment(s), and/or supplement(s) to all prospective offerors who receive and/or take a copy of this RFP **and** who provide an email address to the Development Department for such notifications. Any modification(s), amendment(s), and/or supplement(s) may also be posted on the Township's website should the Administration issue any modification(s), amendment(s), and/or supplement(s). The submission deadline, at the discretion of the Administration, may be extended, if appropriate, to accommodate changes in proposal content.

Ownership of Submitted Materials

All documents and materials submitted to and accepted by the Township in response to this RFP shall become the property of the Township and will be retained and maintained by the Township in accordance with applicable laws, rules, and regulations. All submitted documents and materials, including the contents of the proposal, may be subject to release/disclosure pursuant to the Ohio Public Records Act (*O.R.C. § 149.43*).

Collusion Prohibited

Consultant shall not engage in any collusion in connection with this RFP.

Conflict of Interest

Consultant shall have no conflicts of interest concerning this contract and/or the services provided. Consultant certifies that he/she is currently unaware of and that there are no conflicts of interest involving either Consultant or its subcontractors and/or their respective boards, board members, officers, officials, administrators, directors, employees, volunteers, agents, and representatives that would prohibit Consultant from entering into this contract or providing the services. Consultant agrees to immediately notify the Administration when and if Consultant becomes aware of any actual or potential conflict(s) of interest that arise during the term of the contract.

TERMS AND CONDITIONS

Colerain Township reserves the right to reject any or all proposals, to award contracts in whole or in part, to further negotiate proposals in whole or in part, or to waive any informalities or irregularities in the submitted proposals. A response to this Request for Proposals is entirely voluntary. This Request for Proposals does not commit Colerain Township to award a contract, to pay any costs incurred in the preparation of a response to this request, or to procure or contract for services or supplies.

Colerain Township may reject any or all responses that do not meet the requirements of the Request for Proposals in any respect. Responses which contain false or misleading statements, or which provide references that do not support an attribute or condition contended by the Respondent, may be rejected. If, in the opinion of Colerain Township, information was supplied that is intended to mislead Colerain Township in its evaluation of the proposal and its attributes, conditions, or capabilities, the proposal will be rejected.

Colerain Township reserves the right to expand or reduce the work, subject to negotiation, with the successful Consultant. Colerain Township reserves the right to choose a Consultant from the responses

or to further interview Consultants after proposals are submitted. Neither this solicitation nor the submission of a reply to this RFP shall commit Colerain Township to award a contract, to pay any costs incurred in preparation of a response to this RFP, or to procure or contract any services.

DEVELOPMENT

Department: Development

Department Director: David Miller, Director of Development

Strategic Plan Goal: Strategic Goal #1: Increase Focus on Economic Development and Township Prosperity

Resolution for the Demolition of the Property at 7954 Harrison Avenue

Recommend ADOPTION of the Resolution.

Rationale:

The property at 7954 Harrison Avenue has become an attractive nuisance, is unsafe and a great risk to the neighborhood. The structure is uninhabitable in its current condition and is structurally deteriorating. In accordance with ORC §505.86(B), Removal, repair or securance of insecure, unsafe buildings or structures, the Colerain Township Fire Department has declared this property as unsafe.

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at 6:00 p.m., on the 28th day of June, 2022, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Cathy Ulrich, Dan Unger, Matt Wahlert

Mr./Ms. _____ introduced the following resolution and moved its adoption:

RESOLUTION NO.: _____-22

RESOLUTION FOR DEMOLITION OF THE PROPERTY AT 7954 HARRISON AVENUE

WHEREAS, Ohio Revised Code §505.86 provides that, at least thirty days prior to providing for the removal, repair, or securance of any building or structure which has been declared insecure, unsafe, or structurally defective by the Colerain Township Fire Department, or by the Hamilton County Building Department, or has been declared unfit for human habitation by the Hamilton County General Health District, the Board of Trustees shall notify the owner of the land and any holders of liens of record upon the land; and

WHEREAS, the structure at 7954 Harrison Avenue, in Colerain Township, (parcel no.: 510-0440-0068-00) was found by the Colerain Township Fire Department to be vacant, structurally deteriorating, uninhabitable, unsafe and insecure in a memorandum dated January 26, 2022, a copy of which is attached as Exhibit A; and

WHEREAS, the conditions on this property are negatively impacting adjacent properties; and

WHEREAS, a public hearing was held on May 10, 2022 before the Board of Trustees of Colerain Township, at which all witnesses were duly sworn, gave testimony and presented evidence to the Board that the property is unsafe and insecure; and

WHEREAS, the owner of the land and any and all lienholders of record upon the land were given thirty days notice of the May 10, 2022 public hearing as required by Ohio Revised Code §505.86; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, as follows:

1. The Board specifically finds and hereby determines based on the evidence and testimony presented by duly sworn witnesses at its public hearing on May 10, 2022 that the conditions found at 7954 Harrison Avenue constitute an unsafe and structurally insecure building within the meaning of Ohio Revised Code §505.86, rendering the structure uninhabitable, insecure and negatively impacting adjacent

properties, and that all owners and lienholders of the land were given proper notice of at least thirty days as required by Ohio Revised Code §505.86; and

2. That the Colerain Township Board of Trustees hereby orders the owners of said property to demolish the structure thereon within 30 days from today's June 28, 2022 hearing whereby they were given notice. If said building is not demolished by the said owners, or if no agreement for removal, repair or abatement of conditions on the property is reached between the Township and the owners and lienholders of record within thirty days after June 28, 2022, or if no appeal of the Board's decision is filed on or before July 28, 2022, the Director of Development shall cause the building to be demolished, and the Township shall notify the County Auditor to assess such cost plus administrative expense to the property tax bills for the said parcel, as provided in Ohio Revised Code §505.86; and
3. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code; and
4. That this Resolution shall be effective at the earliest date allowed by law.

Mr./Ms. _____ seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Ms. Ulrich _____, Mr. Unger _____, Mr. Wahlert _____

APPROVED this 28th day of June, 2022.

BOARD OF TRUSTEES:

Cathy Ulrich, Trustee

Dan Unger, Trustee

Matt Wahlert, Trustee

ATTEST:

Jeff Baker,
Colerain Township Fiscal Officer

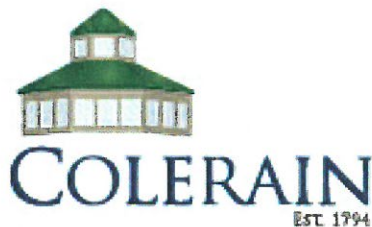
Resolution approved as to form:

Scott A. Sollmann (0081467)
Colerain Township Asst. Law Director
5300 Socialville Foster Rd., Suite 200
Mason, OH 45040
(513) 583-4200

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer this _____ day of June, 2022.

Jeff Baker,
Colerain Township Fiscal Officer



Department of Fire & EMS • 4160 Springdale Road • Colerain Township, Ohio 45251
M. Allen Walls, Chief of Department
www.colerain.org
Phone (513) 825-6143 • Fax (513) 245-6163

Trustees: Cathy Ulrich, Dan Unger, Matt Wahlert
Fiscal Officer: Jeff Baker
Administrator: Geoff Milz

EXHIBIT A

From: Captain Walsh

Re: 7954 Harrison Avenue

Date: 01/26/2022

On January 26, 2022, a site survey/inspection was conducted on the property/structure located at 7954 Harrison Avenue to evaluate the property/structure for unsafe conditions.

The structure listed with photo has become an attractive nuisance, unsafe and a great risk to the neighborhood. The structure was found insecure and open to the elements with evidence of squatting. The structure is uninhabitable in its current condition and is structurally deteriorating.

In accordance with ORC Section 505.86(B), *Removal, repair or securance of insecure, unsafe buildings or structures* the Colerain Township Fire Department is declaring this property/structure as unsafe.



It is our mission to provide first class all-hazards response and socially responsible programs to the citizens, businesses and visitors of Colerain Township with an engaged team of professionals that values involvement in our community.



COLERAIN TOWNSHIP
NOTICE OF EXTERIOR PROPERTY MAINTENANCE CODE VIOLATION

PROPERTY ADDRESS: 7954 Harrison, Cincinnati, OH

NOTICE ISSUED TO: Ronald C Wells, Sr DATE: 1/26/22

VIOLATIONS THAT MUST BE CORRECTED WITHIN (7) DAYS

VACANT STRUCTURES & LAND

- ☐ 301.3 Vacant structures or land not secure.
- ☐ 302.1 Sanitation (not clean/sanitary).
- ☐ 302.2 Drainage (stagnant water).
- ☐ 302.4 Weeds (overgrown grass & weeds).

POOLS, SPAS, & HOT TUBS

- ☐ 303.1 Swimming pools (not clean/sanitary).

EXTERIOR STRUCTURE

- ☐ 304.1 General (not clean/sanitary).

RUBBISH AND GARBAGE

- ☐ 305.1 Accumulation of rubbish or garbage.
- ☐ 305.2 Disposal of rubbish.
- ☐ 305.2.1 Rubbish storage containers.
- ☐ 305.2.2 Refrigerator outside.

RUBBISH AND GARBAGE (CONT)

- ☐ 305.3 Disposal of garbage.
- ☐ 305.3.1 Containers.

OTHER

☐ _____

VIOLATIONS THAT MUST BE CORRECTED WITHIN (20) DAYS

VACANT STRUCTURES & LAND

- ☐ 302.8 Motor vehicles (inoperable or dismantled).

OTHER

☐ _____

VIOLATIONS THAT MUST BE CORRECTED WITHIN (60) DAYS

VACANT STRUCTURES & LAND

- ☐ 302.2 Grading (Soil Erosion).
- ☐ 302.3 Sidewalk in bad repair.
- ☐ 302.3 Sidewalk hazardous.
- ☐ 302.3 Driveway in bad repair.
- ☐ 302.3 Driveway hazardous.
- ☐ 302.3 Parking area in bad repair.
- ☐ 302.3 Parking area hazardous.
- ☐ 302.5 Rodent harborage.
- ☐ 302.6 Exhaust vents.
- ☐ 302.7 Accessory structures.
- ☐ 302.9 Defacement of property.
- ☐ 304.8 Features loose or in bad repair.

POOLS, SPAS, & HOT TUBS

- ☐ 303.1 Swimming pool in bad repair.
- ☐ 303.2 Enclosure gate not self-latching.
- ☐ 303.2 Enclosure missing or broken.
- ☐ 304.9 Exhaust in bad repair.

EXTERIOR STRUCTURE

- ☐ 304.1 General (not in good repair).
- ☐ 304.2 Peeling paint.
- ☐ 304.2 Joints not weather tight.
- ☐ 304.2 Rust.
- ☐ 304.2 Oxidation stains.
- ☐ 304.3 Premises identification.
- ☐ 304.4 Structural members deteriorating.
- ☐ 304.5 Foundation walls cracked or not plumb.
- ☐ 304.6 Exterior walls in bad repair.
- ☐ 304.7 Roof, flashing, or gutters in bad repair.
- ☐ 304.7 Roof draining improperly.
- ☐ 304.17 Building security.

- ☐ 304.9 Overhangs, Awning in bad repair.
- ☐ 304.9 Signs in bad repair.
- ☐ 304.9 Fire escape in bad repair.
- ☐ 304.9 Standpipe in bad repair.

☐ _____

EXTERIOR STRUCTURE (CONT)

- ☐ 304.10 Stairs in bad repair, not anchored.
- ☐ 304.10 Porch, Deck, Balcony in bad repair.
- ☐ 304.11 Chimneys in bad repair.
- ☐ 304.11 Tower or Stack in bad repair.
- ☐ 304.12 Handrails in bad repair.
- ☐ 304.13 Window, skylight and doors.
- ☐ 304.13.1 Glazing.
- ☐ 304.13.2 Windows unable to open.
- ☐ 304.14 Doors in bad repair or missing.
- ☐ 304.15 Basement hatchways.
- ☐ 304.16 Guards for basement windows.

EXTERMINATION

- ☐ 306.1 Insect/rodent infestation.

OTHER

☐ _____

QUESTIONS? CONTACT YOUR CASE MANAGER (BELOW):

Colerain Township Code Enforcement Official
4200 Springdale Rd.
Cincinnati, OH 45251
Phone: 513-385-CODE (2633)

Only your Case Manager can answer questions about your case. If they are not in when you call, they WILL return your call within 1-2 business days. You must provide your contact number for a return call.

TO AVOID PENALTIES, THIS VIOLATION MUST BE CORRECTED WITHIN THE GRACE PERIOD. IF THIS VIOLATION IS NOT CORRECTED WITHIN THE GRACE PERIOD, A CITATION WILL BE ISSUED REQUIRING A PAYOUT FINE OF \$130 OR COURT APPEARANCE.
An appeal from this Notice of Violation is governed under Sections 3.3.2 and 4.4 of the Zoning Resolution and must be filed within 20 days. Contact your Case Manager, identified within the sticker above, for information regarding appealing this Notice.

Certified Mail # 7020 3160 0002 0662 1127
Receipt Requested

Notice of Violation Notice of Condemnation

January 31, 2022

RONALD WELLS
PO BOX 631
MIAMITOWN OH 45041



PREVENT. PROMOTE. PROTECT.

Greg Kesterman
Health Commissioner

250 William Howard Taft Road, 2nd Floor
Cincinnati, OH 45219

Phone 513.946.7800
Fax 513.946.7890

hamiltoncountyhealth.org

Re: 7954 Harrison Ave

Colerain, Twp.

Nuisance # 515243

Dear Mr. Wells:

A site investigation was conducted on January 28th, 2022, at the above referenced property in response to a complaint received by Hamilton County General Health District. This letter details the observations made during the investigation, existing violations of the Ohio Revised Code (ORC), the Hamilton County District Board of Health Environmental Sanitation Regulation No. 1-67, and corrective actions required to obtain compliance with the applicable regulations.

Observations

At the time of the inspection, I observed home/facility with no utilities including electric, water, and sewage. I observed large amount of solid waste inside and outside of the facility.

In addition, the following photographs were taken during the inspection(s):



1/28/22 Observed unsecured buildings and debris inside and out of facility. ATB



1/28/22 Observed solid debris on the outside of facility. ATB

Violations

ORC 3707.01 states: "The board of health of a city or general health district shall abate and remove all nuisances within its jurisdiction. It may, by order, compel the owners, agents, assignees, occupants, or tenants of any lot, property, building, or structure to abate and remove any nuisance therein, and prosecute such persons for neglect or refusal to obey such orders."

You are currently in violation of Hamilton County District Board of Health Environmental Sanitation Regulation No. 1-67:

- 4.2 Every dwelling unit shall contain a room which affords privacy to a person within such room and which is equipped with a flush water closet, a lavatory and a bathtub or shower, connected to a water and sewer system approved by the Health Commissioner.
- 4.5 Every dwelling and dwelling unit shall be supplied with a potable water supply. There shall be adequate water supply and pressure at all installed hot and cold water outlets.
- 4.15 Exterior property areas and accessory structures shall be free from health, fire, and accident hazards, and vermin, insect and rodent harborage and conditions which might create a nuisance.
- 4.20 Where there is electric service available from power lines which are not more than 300 feet away from a dwelling, every habitable room of such dwelling shall contain at least two separate floor or wall-type electric convenience outlets or one such convenience outlet and one supplied ceiling-type electric light fixture; and every water closet compartment, bathroom, laundry room, furnace room, and public hall shall contain at least one supplied ceiling-or-wall-type electric light fixture. Every such outlet and fixture shall be properly installed, shall be maintained in good and safe working condition, and shall be connected to the source of electric power in a safe manner.
- 4.29 No owner shall occupy or let to any other occupant any vacant dwelling unit unless it is clean, sanitary, and fit for human occupancy.

Furthermore, you are currently in violation of ORC Section 3701.01 – Public Health Nuisance.

Pursuant to ORC 3707.99 this/these violation(s) constitute a minor misdemeanor on the first offense and a misdemeanor of the fourth degree on each subsequent offense if you are found guilty of the original

misdemeanor.

In addition, your home is condemned and considered unfit for human habitation under the authority of the Hamilton County General Health District. Environmental Sanitation Regulation No. 1-67 states:

- 6.1 Any dwelling or dwelling unit which shall be found to have any of the following defects shall be condemned as unfit for human habitation and shall be so designated and placarded by the health commissioner.
- (a) One which is so damaged, decayed, dilapidated, insanitary, unsafe, or vermin infested that it creates a serious hazard to the health or safety of the occupants or of the public.
 - (b) One that lacks illumination, ventilation, or sanitation facilities adequate to protect the health or safety of the occupants or of the public.
 - (c) One which because of its general condition or location is insanitary, or otherwise dangerous to the health or safety of the occupants or of the public.

Required Corrective Action

As the owner/tenant of the property, you are responsible for maintaining the property in a clean and sanitary condition. You shall ensure that home has utilities services restored and large amounts of debris and waste removed.

The above actions must be completed by February 28th, 2022. Failure to do so may result in referral of this case to the Environmental Division at the Office of the Hamilton County Prosecuting Attorney.

A re-inspection of the property by the Environmental Health Division of Hamilton County Public Health will be conducted on or after January 29th, 2022, to ensure corrective actions have been made to remedy the situation. In addition, continued surveillance of the property will be conducted to verify compliance.

Please feel free to contact me if you have any questions or concerns at (513) 946-7961.
tony.buschle@hamilton-co.org

Sincerely,



Anthony T. Buschle RS
Supervisor, Environmental Health Division

CC: Jeremy Hessel, Environmental Health Director

DEVELOPMENT

Department: Development

Department Director: David Miller, Director of Development

Strategic Plan Goal: Strategic Goal #1: Increase Focus on Economic Development and Township Prosperity

Resolution for the Demolition of the Property at 3483 Niagara Street

Recommend ADOPTION of the Resolution.

Rationale:

The property at 3483 Niagara Street has become an attractive nuisance, is unsafe and a great risk to the neighborhood. The structure is uninhabitable in its current condition and is structurally deteriorating. In accordance with ORC §505.86(B), Removal, repair or securance of insecure, unsafe buildings or structures, the Colerain Township Fire Department has declared this property as unsafe.

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at 6:00 p.m., on the 28th day of June, 2022, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Cathy Ulrich, Dan Unger, Matt Wahlert

Mr./Ms. _____ introduced the following resolution and moved its adoption:

RESOLUTION NO.: _____-22

RESOLUTION FOR DEMOLITION OF THE PROPERTY AT 3483 NIAGARA STREET

WHEREAS, Ohio Revised Code §505.86 provides that, at least thirty days prior to providing for the removal, repair, or securance of any building or structure which has been declared insecure, unsafe, or structurally defective by the Colerain Township Fire Department, or by the Hamilton County Building Department, or has been declared unfit for human habitation by the Hamilton County General Health District, the Board of Trustees shall notify the owner of the land and any holders of liens of record upon the land; and

WHEREAS, the structure at 3483 Niagara Street, in Colerain Township, (parcel no.: 510-0112-0019-00) was found by the Colerain Township Fire Department to be vacant, structurally deteriorating, uninhabitable, unsafe and insecure in a memorandum dated January 26, 2022, a copy of which is attached as Exhibit A; and

WHEREAS, the conditions on this property are negatively impacting adjacent properties; and

WHEREAS, a public hearing was held on May 10, 2022 before the Board of Trustees of Colerain Township, at which all witnesses were duly sworn, gave testimony and presented evidence to the Board that the property is unsafe and insecure; and

WHEREAS, the owner of the land and any and all lienholders of record upon the land were given thirty days notice of the May 10, 2022 public hearing as required by Ohio Revised Code §505.86; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, as follows:

1. The Board specifically finds and hereby determines based on the evidence and testimony presented by duly sworn witnesses at its public hearing on May 10, 2022 that the conditions found at 3483 Niagara Street constitute an unsafe and structurally insecure building within the meaning of Ohio Revised Code §505.86, rendering the structure uninhabitable, insecure and negatively impacting adjacent

properties, and that all owners and lienholders of the land were given proper notice of at least thirty days as required by Ohio Revised Code §505.86; and

2. That the Colerain Township Board of Trustees hereby orders the owners of said property to demolish the structure thereon within 30 days from today's June 28, 2022 hearing whereby they were given notice. If said building is not demolished by the said owners, or if no agreement for removal, repair or abatement of conditions on the property is reached between the Township and the owners and lienholders of record within thirty days after June 28, 2022, or if no appeal of the Board's decision is filed on or before July 28, 2022, the Director of Development shall cause the building to be demolished, and the Township shall notify the County Auditor to assess such cost plus administrative expense to the property tax bills for the said parcel, as provided in Ohio Revised Code §505.86; and
3. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code; and
4. That this Resolution shall be effective at the earliest date allowed by law.

Mr./Ms. _____ seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Ms. Ulrich _____, Mr. Unger _____, Mr. Wahlert _____

APPROVED this 28th day of June, 2022.

BOARD OF TRUSTEES:

Cathy Ulrich, Trustee

Dan Unger, Trustee

Matt Wahlert, Trustee

ATTEST:

Jeff Baker,
Colerain Township Fiscal Officer

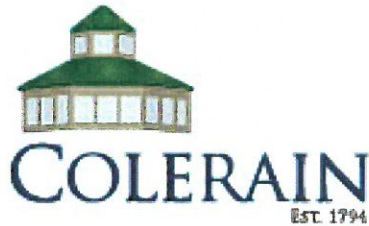
Resolution approved as to form:

Scott A. Sollmann (0081467)
Colerain Township Asst. Law Director
5300 Socialville Foster Rd., Suite 200
Mason, OH 45040
(513) 583-4200

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer this _____ day of June, 2022.

Jeff Baker,
Colerain Township Fiscal Officer



Department of Fire & EMS • 4160 Springdale Road • Colerain Township, Ohio 45251
M. Allen Walls, Chief of Department
www.colerain.org
Phone (513) 825-6143 • Fax (513) 245-6163

Trustees: Cathy Ulrich, Dan Unger, Matt Wahlert
Fiscal Officer: Jeff Baker
Administrator: Geoff Milz

EXHIBIT A

From: Captain Walsh

Re: 3483 Niagara Street

Date: 01/26/2022

On January 26, 2022, a site survey and structural inspection was conducted on the property located at 3483 Niagara Street. The purpose of the survey and inspection was to evaluate the site and structure for unsafe conditions.

The structure, with photo below, has become an attractive nuisance, unsafe, and a risk to the neighborhood. The structure is uninhabitable in its current condition and is structurally deteriorating.

In accordance with ORC Section 505.86(B), *Removal, repair or securance of insecure, unsafe buildings or structures*, the Colerain Township Fire Department is declaring this structure unsafe.



It is our mission to provide first class all-hazards response and socially responsible programs to the citizens, businesses and visitors of Colerain Township with an engaged team of professionals that values involvement in our community.

Certified Mail # 7020 3160 0002 0662 0748
Receipt Requested

Notice of Violation Notice of Condemnation

January 31, 2022

SAMECA SIMPSON
3483 NIAGARA ST
CINCINNATI, OH 45247



PREVENT. PROMOTE. PROTECT.

*Greg Kesterman
Health Commissioner*

*250 William Howard Taft Road, 2nd Floor
Cincinnati, OH 45219*

*Phone 513.946.7800
Fax 513.946.7890*

hamiltoncountyhealth.org

Re: 3484 Niagara Colerain, Twp Nuisance # 515423

Dear Sameca Simpson:

A site investigation was conducted on January 28th, 2022, at the above referenced property in response to a complaint received by Hamilton County General Health District. This letter details the observations made during the investigation, existing violations of the Ohio Revised Code (ORC), the Hamilton County District Board of Health Environmental Sanitation Regulation No. 1-67, and corrective actions required to obtain compliance with the applicable regulations.

Observations

At the time of the inspection, I observed the home with no utilities including electric, water, and sewage. In addition, the following photographs were taken during the inspection(s):



1/28 No utilities ATB

1/28 No utilities ATB

Violations

ORC 3707.01 states: "The board of health of a city or general health district shall abate and remove all nuisances within its jurisdiction. It may, by order, compel the owners, agents, assignees, occupants, or tenants of any lot, property, building, or structure to abate and remove any nuisance therein, and prosecute such persons

Page 1 of 3

for neglect or refusal to obey such orders.”

You are currently in violation of Hamilton County District Board of Health Environmental Sanitation Regulation No. 1-67:

- 4.2 Every dwelling unit shall contain a room which affords privacy to a person within such room and which is equipped with a flush water closet, a lavatory and a bathtub or shower, connected to a water and sewer system approved by the Health Commissioner.
- 4.5 Every dwelling and dwelling unit shall be supplied with a potable water supply. There shall be adequate water supply and pressure at all installed hot and cold water outlets.
- 4.15 Exterior property areas and accessory structures shall be free from health, fire, and accident hazards, and vermin, insect and rodent harborage and conditions which might create a nuisance.
- 4.20 Where there is electric service available from power lines which are not more than 300 feet away from a dwelling, every habitable room of such dwelling shall contain at least two separate floor or wall-type electric convenience outlets or one such convenience outlet and one supplied ceiling-type electric light fixture; and every water closet compartment, bathroom, laundry room, furnace room, and public hall shall contain at least one supplied ceiling-or-wall-type electric light fixture. Every such outlet and fixture shall be properly installed, shall be maintained in good and safe working condition, and shall be connected to the source of electric power in a safe manner.
- 4.29 No owner shall occupy or let to any other occupant any vacant dwelling unit unless it is clean, sanitary, and fit for human occupancy.

Furthermore, you are currently in violation of ORC Section 3701.01 – Public Health Nuisance.

Pursuant to ORC 3707.99 this/these violation(s) constitute a minor misdemeanor on the first offense and a misdemeanor of the fourth degree on each subsequent offense if you are found guilty of the original misdemeanor.

In addition, your home is condemned and considered unfit for human habitation under the authority of the Hamilton County General Health District. Environmental Sanitation Regulation No. 1-67 states:

- 6.1 Any dwelling or dwelling unit which shall be found to have any of the following defects shall be condemned as unfit for human habitation and shall be so designated and placarded by the health commissioner.
 - (a) One which is so damaged, decayed, dilapidated, insanitary, unsafe, or vermin infested that it creates a serious hazard to the health or safety of the occupants or of the public.
 - (b) One that lacks illumination, ventilation, or sanitation facilities adequate to protect the health or safety of the occupants or of the public.
 - (c) One which because of its general condition or location is insanitary, or otherwise dangerous to the health or safety of the occupants or of the public.

Required Corrective Action

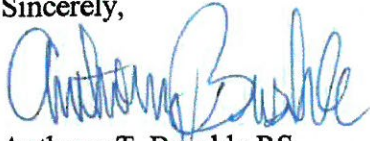
As the owner of the property, you are responsible for maintaining the property in a clean and sanitary condition. You shall ensure that home has utilities services restored and large amounts of debris and waste removed.

The above actions must be completed by February 28th, 2022. Failure to do so may result in referral of this case to the Environmental Division at the Office of the Hamilton County Prosecuting Attorney.

A re-inspection of the property by the Environmental Health Division of Hamilton County Public Health will be conducted on or after February 28th, 2022, to ensure corrective actions have been made to remedy the situation. In addition, continued surveillance of the property will be conducted to verify compliance.

Please feel free to contact me if you have any questions or concerns at (513) 946-7961
tony.buschle@hamilton-co.org

Sincerely,



Anthony T. Buschle RS
Supervisor, Environmental Health Division

CC: Jeremy Hessel, Environmental Health Director



COLERAIN TOWNSHIP
NOTICE OF EXTERIOR PROPERTY MAINTENANCE CODE VIOLATION

PROPERTY ADDRESS: 3483 Niagara St, Cincinnati, OH

NOTICE ISSUED TO: Samira Simpson DATE: 1/26/22

VIOLATIONS THAT MUST BE CORRECTED WITHIN (7) DAYS

VACANT STRUCTURES & LAND

- ☐ 301.3 Vacant structures or land not secure.
- ☐ 302.1 Sanitation (not clean/sanitary).
- ☐ 302.2 Drainage (stagnant water).
- ☐ 302.4 Weeds (overgrown grass & weeds).

POOLS, SPAS, & HOT TUBS

- ☐ 303.1 Swimming pools (not clean/sanitary).

EXTERIOR STRUCTURE

- ☐ 304.1 General (not clean/sanitary).

RUBBISH AND GARBAGE

- ☐ 305.1 Accumulation of rubbish or garbage.
- ☐ 305.2 Disposal of rubbish.
- ☐ 305.2.1 Rubbish storage containers.
- ☐ 305.2.2 Refrigerator outside.

RUBBISH AND GARBAGE (CONT)

- ☐ 305.3 Disposal of garbage.
- ☐ 305.3.1 Containers.

OTHER

☐ _____

VIOLATIONS THAT MUST BE CORRECTED WITHIN (20) DAYS

VACANT STRUCTURES & LAND

- ☐ 302.8 Motor vehicles (inoperable or dismantled).

OTHER

☐ _____

VIOLATIONS THAT MUST BE CORRECTED WITHIN (60) DAYS

VACANT STRUCTURES & LAND

- ☐ 302.2 Grading (Soil Erosion).
- ☐ 302.3 Sidewalk in bad repair.
- ☐ 302.3 Sidewalk hazardous.
- ☐ 302.3 Driveway in bad repair.
- ☐ 302.3 Driveway hazardous.
- ☐ 302.3 Parking area in bad repair.
- ☐ 302.3 Parking area hazardous.
- ☐ 302.5 Rodent harborage.
- ☐ 302.6 Exhaust vents.
- ☐ 302.7 Accessory structures.
- ☐ 302.9 Defacement of property.
- ☐ 304.8 Features loose or in bad repair.

POOLS, SPAS, & HOT TUBS

- ☐ 303.1 Swimming pool in bad repair.
- ☐ 303.2 Enclosure gate not self-latching.
- ☐ 303.2 Enclosure missing or broken.
- ☐ 304.9 Exhaust in bad repair.

EXTERIOR STRUCTURE

- ☐ 304.1 General (not in good repair).
- ☐ 304.2 Peeling paint.
- ☐ 304.2 Joints not weather tight.
- ☐ 304.2 Rust.
- ☐ 304.2 Oxidation stains.
- ☐ 304.3 Premises identification.
- ☐ 304.4 Structural members deteriorating.
- ☐ 304.5 Foundation walls cracked or not plumb.
- ☐ 304.6 Exterior walls in bad repair.
- ☐ 304.7 Roof, flashing, or gutters in bad repair.
- ☐ 304.7 Roof draining improperly.
- ☐ 304.17 Building security.
- ☐ 304.9 Overhangs, Awning in bad repair.
- ☐ 304.9 Signs in bad repair.
- ☐ 304.9 Fire escape in bad repair.
- ☐ 304.9 Standpipe in bad repair.
- ☐ _____

EXTERIOR STRUCTURE (CONT)

- ☐ 304.10 Stairs in bad repair, not anchored.
- ☐ 304.10 Porch, Deck, Balcony in bad repair.
- ☐ 304.11 Chimneys in bad repair.
- ☐ 304.11 Tower or Stack in bad repair.
- ☐ 304.12 Handrails in bad repair.
- ☐ 304.13 Window, skylight and doors.
- ☐ 304.13.1 Glazing.
- ☐ 304.13.2 Windows unable to open.
- ☐ 304.14 Doors in bad repair or missing.
- ☐ 304.15 Basement hatchways.
- ☐ 304.16 Guards for basement windows.

EXTERMINATION

- ☐ 306.1 Insect/rodent infestation.

OTHER

☐ _____

QUESTIONS? CONTACT YOUR CASE MANAGER (BELOW):

Colerain Township Code Enforcement Official
4200 Springdale Rd.
Cincinnati, OH 45251
Phone: 513-385-CODE (2633)

Only your Case Manager can answer questions about your case. If they are not in when you call, they WILL return your call within 1-2 business days. You must provide your contact number for a return call.

TO AVOID PENALTIES, THIS VIOLATION MUST BE CORRECTED WITHIN THE GRACE PERIOD. IF THIS VIOLATION IS NOT CORRECTED WITHIN THE GRACE PERIOD, A CITATION WILL BE ISSUED REQUIRING A PAYOUT FINE OF \$130 OR COURT APPEARANCE.
An appeal from this Notice of Violation is governed under Sections 3.3.2 and 4.4 of the Zoning Resolution and must be filed within 20 days. Contact your Case Manager, identified within the sticker above, for information regarding appealing this Notice.

DEVELOPMENT

Department: Development

Department Director: David Miller, Director of Development

Strategic Plan Goal: Strategic Goal #1: Increase Focus on Economic Development and Township Prosperity

Resolution for the Demolition of the Property at 3484 Niagara Street

Recommend ADOPTION of the Resolution.

Rationale:

The property at 3484 Niagara Street has become an attractive nuisance, is unsafe and a great risk to the neighborhood. The structure is uninhabitable in its current condition and is structurally deteriorating. In accordance with ORC §505.86(B), Removal, repair or securance of insecure, unsafe buildings or structures, the Colerain Township Fire Department has declared this property as unsafe.

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at 6:00 p.m., on the 28th day of June, 2022, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Cathy Ulrich, Dan Unger, Matt Wahlert

Mr./Ms. _____ introduced the following resolution and moved its adoption:

RESOLUTION NO.: _____-22

RESOLUTION FOR DEMOLITION OF THE PROPERTY AT 3484 NIAGARA STREET

WHEREAS, Ohio Revised Code §505.86 provides that, at least thirty days prior to providing for the removal, repair, or securance of any building or structure which has been declared insecure, unsafe, or structurally defective by the Colerain Township Fire Department, or by the Hamilton County Building Department, or has been declared unfit for human habitation by the Hamilton County General Health District, the Board of Trustees shall notify the owner of the land and any holders of liens of record upon the land; and

WHEREAS, the structure at 3484 Niagara Street, in Colerain Township, (parcel no.: 510-0112-0035-00) was found by the Colerain Township Fire Department to be vacant, structurally deteriorating, uninhabitable, unsafe and insecure in a memorandum dated January 26, 2022, a copy of which is attached as Exhibit A; and

WHEREAS, the conditions on this property are negatively impacting adjacent properties; and

WHEREAS, a public hearing was held on May 10, 2022 before the Board of Trustees of Colerain Township, at which all witnesses were duly sworn, gave testimony and presented evidence to the Board that the property is unsafe and insecure; and

WHEREAS, the owner of the land and any and all lienholders of record upon the land were given thirty days notice of the May 10, 2022 public hearing as required by Ohio Revised Code §505.86; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, as follows:

1. The Board specifically finds and hereby determines based on the evidence and testimony presented by duly sworn witnesses at its public hearing on May 10, 2022 that the conditions found at 3484 Niagara Street constitute an unsafe and structurally insecure building within the meaning of Ohio Revised Code §505.86, rendering the structure uninhabitable, insecure and negatively impacting adjacent

properties, and that all owners and lienholders of the land were given proper notice of at least thirty days as required by Ohio Revised Code §505.86; and

2. That the Colerain Township Board of Trustees hereby orders the owners of said property to demolish the structure thereon within 30 days from today's June 28, 2022 hearing whereby they were given notice. If said building is not demolished by the said owners, or if no agreement for removal, repair or abatement of conditions on the property is reached between the Township and the owners and lienholders of record within thirty days after June 28, 2022, or if no appeal of the Board's decision is filed on or before July 28, 2022, the Director of Development shall cause the building to be demolished, and the Township shall notify the County Auditor to assess such cost plus administrative expense to the property tax bills for the said parcel, as provided in Ohio Revised Code §505.86; and
3. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code; and
4. That this Resolution shall be effective at the earliest date allowed by law.

Mr./Ms. _____ seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Ms. Ulrich _____, Mr. Unger _____, Mr. Wahlert _____

APPROVED this 28th day of June, 2022.

BOARD OF TRUSTEES:

Cathy Ulrich, Trustee

Dan Unger, Trustee

Matt Wahlert, Trustee

ATTEST:

Jeff Baker,
Colerain Township Fiscal Officer

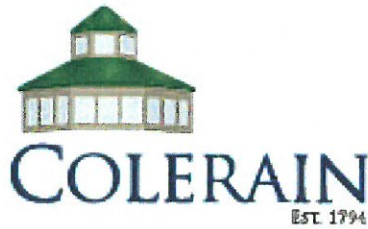
Resolution approved as to form:

Scott A. Sollmann (0081467)
Colerain Township Asst. Law Director
5300 Socialville Foster Rd., Suite 200
Mason, OH 45040
(513) 583-4200

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer this _____ day of June, 2022.

Jeff Baker,
Colerain Township Fiscal Officer



Department of Fire & EMS • 4160 Springdale Road • Colerain Township, Ohio 45251
M. Allen Walls, Chief of Department
www.colerain.org
Phone (513) 825-6143 • Fax (513) 245-6163

Trustees: Cathy Ulrich, Dan Unger, Matt Wahlert
Fiscal Officer: Jeff Baker
Administrator: Geoff Milz

EXHIBIT A

From: Captain Walsh

Re: 3484 Niagara Street

Date: 01/26/2022

On January 26, 2022, a site survey and structural inspection was conducted on the property located at 3484 Niagara Street. The purpose of the survey and inspection was to evaluate the site and structure for unsafe conditions.

The structure, with photo below, has become an attractive nuisance, unsafe, and a risk to the neighborhood. The structure is uninhabitable in its current condition and is structurally deteriorating.

In accordance with ORC Section 505.86(B), *Removal, repair or securance of insecure, unsafe buildings or structures*, the Colerain Township Fire Department is declaring this structure unsafe.



It is our mission to provide first class all-hazards response and socially responsible programs to the citizens, businesses and visitors of Colerain Township with an engaged team of professionals that values involvement in our community.

Certified Mail # 7020 3160 0002 0662 0731
Receipt Requested

Notice of Violation Notice of Condemnation

January 31, 2022

CHARLES D MARTIN
3484 NIAGARA
CINCINNATI, OH 45247



PREVENT. PROMOTE. PROTECT.

Greg Kesterman
Health Commissioner

250 William Howard Taft Road, 2nd Floor
Cincinnati, OH 45219

Phone 513.946.7800
Fax 513.946.7890

hamiltoncountyhealth.org

Re: 3484 Niagara Colerain, Twp Nuisance # 515421

Dear Charles D Martin:

A site investigation was conducted on January 28th, 2022, at the above referenced property in response to a complaint received by Hamilton County General Health District. This letter details the observations made during the investigation, existing violations of the Ohio Revised Code (ORC), the Hamilton County District Board of Health Environmental Sanitation Regulation No. 1-67, and corrective actions required to obtain compliance with the applicable regulations.

Observations

At the time of the inspection, I observed the home with no utilities including electric, water, and sewage. In addition, the following photographs were taken during the inspection(s):



1/28 No utilities BB

Violations

ORC 3707.01 states: "The board of health of a city or general health district shall abate and remove all nuisances within its jurisdiction. It may, by order, compel the owners, agents, assignees, occupants, or tenants of any lot, property, building, or structure to abate and remove any nuisance therein, and prosecute such persons for neglect or refusal to obey such orders."

You are currently in violation of **Hamilton County District Board of Health Environmental Sanitation Regulation No. 1-67:**

- 4.2 Every dwelling unit shall contain a room which affords privacy to a person within such room and which is equipped with a flush water closet, a lavatory and a bathtub or shower, connected to a water and sewer system approved by the Health Commissioner.
- 4.5 Every dwelling and dwelling unit shall be supplied with a potable water supply. There shall be adequate water supply and pressure at all installed hot and cold water outlets.
- 4.15 Exterior property areas and accessory structures shall be free from health, fire, and accident hazards, and vermin, insect and rodent harborage and conditions which might create a nuisance.
- 4.20 Where there is electric service available from power lines which are not more than 300 feet away from a dwelling, every habitable room of such dwelling shall contain at least two separate floor or wall-type electric convenience outlets or one such convenience outlet and one supplied ceiling-type electric light fixture; and every water closet compartment, bathroom, laundry room, furnace room, and public hall shall contain at least one supplied ceiling-or-wall-type electric light fixture. Every such outlet and fixture shall be properly installed, shall be maintained in good and safe working condition, and shall be connected to the source of electric power in a safe manner.
- 4.29 No owner shall occupy or let to any other occupant any vacant dwelling unit unless it is clean, sanitary, and fit for human occupancy.

Furthermore, you are currently in violation of ORC Section 3701.01 – Public Health Nuisance.

Pursuant to ORC 3707.99 this/these violation(s) constitute a minor misdemeanor on the first offense and a misdemeanor of the fourth degree on each subsequent offense if you are found guilty of the original misdemeanor.

In addition, your home is condemned and considered unfit for human habitation under the authority of the Hamilton County General Health District. Environmental Sanitation Regulation No. 1-67 states:

- 6.1 Any dwelling or dwelling unit which shall be found to have any of the following defects shall be condemned as unfit for human habitation and shall be so designated and placarded by the health commissioner.
 - (a) One which is so damaged, decayed, dilapidated, insanitary, unsafe, or vermin infested that it creates a serious hazard to the health or safety of the occupants or of the public.
 - (b) One that lacks illumination, ventilation, or sanitation facilities adequate to protect the health or safety of the occupants or of the public.
 - (c) One which because of its general condition or location is insanitary, or otherwise dangerous to the health or safety of the occupants or of the public.

Required Corrective Action

As the owner of the property, you are responsible for maintaining the property in a clean and sanitary condition.

You shall ensure that home has utilities services restored and large amounts of debris and waste removed.

The above actions must be completed by February 28th, 2022. Failure to do so may result in referral of this case to the Environmental Division at the Office of the Hamilton County Prosecuting Attorney.

A re-inspection of the property by the Environmental Health Division of Hamilton County Public Health will be conducted on or after February 28th, 2022, to ensure corrective actions have been made to remedy the situation. In addition, continued surveillance of the property will be conducted to verify compliance.

Please feel free to contact me if you have any questions or concerns at (513) 946-7961
tony.buschle@hamilton-co.org

Sincerely,



Anthony T. Buschle RS
Supervisor, Environmental Health Division

CC: Jeremy Hessel, Environmental Health Director



COLERAIN TOWNSHIP
NOTICE OF EXTERIOR PROPERTY MAINTENANCE CODE VIOLATION

PROPERTY ADDRESS: 3484 Niagara St, Cincinnati, OH

NOTICE ISSUED TO: Charles D. Martin DATE: 1/26/20

VIOLATIONS THAT MUST BE CORRECTED WITHIN (7) DAYS

VACANT STRUCTURES & LAND

- ☐ 301.3 Vacant structures or land not secure.
- ☐ 302.1 Sanitation (not clean/sanitary).
- ☐ 302.2 Drainage (stagnant water).
- ☐ 302.4 Weeds (overgrown grass & weeds).

POOLS, SPAS, & HOT TUBS

- ☐ 303.1 Swimming pools (not clean/sanitary).

EXTERIOR STRUCTURE

- ☐ 304.1 General (not clean/sanitary).

RUBBISH AND GARBAGE

- ☐ 305.1 Accumulation of rubbish or garbage.
- ☐ 305.2 Disposal of rubbish.
- ☐ 305.2.1 Rubbish storage containers.
- ☐ 305.2.2 Refrigerator outside.

RUBBISH AND GARBAGE (CONT)

- ☐ 305.3 Disposal of garbage.
- ☐ 305.3.1 Containers.

OTHER

☐ _____

VIOLATIONS THAT MUST BE CORRECTED WITHIN (20) DAYS

VACANT STRUCTURES & LAND

- ☐ 302.8 Motor vehicles (inoperable or dismantled).

OTHER

☐ _____

VIOLATIONS THAT MUST BE CORRECTED WITHIN (60) DAYS

VACANT STRUCTURES & LAND

- ☐ 302.2 Grading (Soil Erosion).
- ☐ 302.3 Sidewalk in bad repair.
- ☐ 302.3 Sidewalk hazardous.
- ☐ 302.3 Driveway in bad repair.
- ☐ 302.3 Driveway hazardous.
- ☐ 302.3 Parking area in bad repair.
- ☐ 302.3 Parking area hazardous.
- ☐ 302.5 Rodent harborage.
- ☐ 302.6 Exhaust vents.
- ☐ 302.7 Accessory structures.
- ☐ 302.9 Defacement of property.
- ☐ 304.8 Features loose or in bad repair.

POOLS, SPAS, & HOT TUBS

- ☐ 303.1 Swimming pool in bad repair.
- ☐ 303.2 Enclosure gate not self-latching.
- ☐ 303.2 Enclosure missing or broken.
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EXTERIOR STRUCTURE

- ☐ 304.1 General (not in good repair).
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- ☐ 304.2 Joints not weather tight.
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- ☐ 304.3 Premises identification.
- ☐ 304.4 Structural members deteriorating.
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- ☐ 304.7 Roof, flashing, or gutters in bad repair.
- ☐ 304.7 Roof draining improperly.
- ☐ 304.17 Building security.
- ☐ 304.9 Overhangs, Awning in bad repair.
- ☐ 304.9 Signs in bad repair.
- ☐ 304.9 Fire escape in bad repair.
- ☐ 304.9 Standpipe in bad repair.
- ☐ _____

EXTERIOR STRUCTURE (CONT)

- ☐ 304.10 Stairs in bad repair, not anchored.
- ☐ 304.10 Porch, Deck, Balcony in bad repair.
- ☐ 304.11 Chimneys in bad repair.
- ☐ 304.11 Tower or Stack in bad repair.
- ☐ 304.12 Handrails in bad repair.
- ☐ 304.13 Window, skylight and doors.
- ☐ 304.13.1 Glazing.
- ☐ 304.13.2 Windows unable to open.
- ☐ 304.14 Doors in bad repair or missing.
- ☐ 304.15 Basement hatchways.
- ☐ 304.16 Guards for basement windows.

EXTERMINATION

- ☐ 306.1 Insect/rodent infestation.

OTHER

☐ _____

QUESTIONS? CONTACT YOUR CASE MANAGER (BELOW):

Colerain Township Code Enforcement Official
4200 Springdale Rd.
Cincinnati, OH 45251
Phone: 513-385-CODE (2633)

Only your Case Manager can answer questions about your case. If they are not in when you call, they WILL return your call within 1-2 business days. You must provide your contact number for a return call.

TO AVOID PENALTIES, THIS VIOLATION MUST BE CORRECTED WITHIN THE GRACE PERIOD. IF THIS VIOLATION IS NOT CORRECTED WITHIN THE GRACE PERIOD, A CITATION WILL BE ISSUED REQUIRING A PAYOUT FINE OF \$130 OR COURT APPEARANCE.
An appeal from this Notice of Violation is governed under Sections 3.3.2 and 4.4 of the Zoning Resolution and must be filed within 20 days. Contact your Case Manager, identified within the sticker above, for information regarding appealing this Notice.

ADMINISTRATION

Department: Administration

Department Director: Geoff Milz, Administrator

Strategic Plan Goal: Strategic Goal #6: Continuously Improve the Operations of the Township

Motion Authorizing Township Administrator to Execute a Service Order and All Necessary Agreements with Emersion Design LLC for Architectural and Engineering Services for the Construction of Fire Station 26 and Fire Station 102

Recommend ADOPTION of the Motion.

Rationale:

The Board of Trustees approved the release of a scope of services document for Architectural and Engineering Services for the reconstruction of Fire Station 26 and Fire Station 102. A work session dedicated to the funding of these stations is scheduled for June 14 at 6PM which will impact this agenda item.

Based on the staff review of the responses, staff is recommending a motion to enter into an agreement with Emersion Design.

Below are likely next steps, depending on the final motion by the Trustees:

July 2022	Establish Capital Project Fund
July 2022	Transfer of Cash into Capital Project Fund
July 2022	Release of Construction Manager at Risk (CMAR) RFQ
August 2022	Review of CMAR Qualifications
September 2022	Selection of CMAR Firm
2024	Construction Complete

ADMINISTRATION

Department: Administration

Department Director: Geoff Milz, Administrator

Strategic Plan Goal: Strategic Goal #6: Continuously Improve the Operations of the Township

Resolution Dissolving We Thrive

Recommend ADOPTION of the Resolution.

Rationale:

Colerain Township's partnership with Hamilton County Public Health in the WeThrive! Program has been an unmitigated success supporting programs such as the Quick Response Team, Colerain Giveback Day, COVID Response, Fall Prevention, little library book donations, Colerain Community Health Awareness early referral program, et cetera, all of which are now operating independent of the WeThrive! program and able to exist on their own.

With the work of the WeThrive Team accomplished, this Resolution dissolves the WeThrive Team.

The Board of Trustees of Colerain Township, County of Hamilton, Ohio, State of Ohio, met in regular session at ____ p.m., on the _____ day of June, 2022, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Cathy Ulrich, Dan Unger, Matt Wahlert

Mr. _____ introduced the following resolution and moved its adoption:

RESOLUTION NO.: _____-22

**RESOLUTION DISSOLVING COLERAIN TOWNSHIP'S PARTNERSHIP WITH
HAMILTON COUNTY PUBLIC HEALTH'S WETHRIVE! PROGRAM**

WHEREAS, one of the fundamental principles of public health is that all people have the right to achieve optimal health; and

WHEREAS, individuals interact with the environment constantly and these interactions affect quality of life; and

WHEREAS, features of the environment impact health-influencing behaviors, physical activity patterns, social networks and access to resources; and

WHEREAS certain events resulting in injury, disability, or death are predictable and preventable; and

WHEREAS, Colerain Township recognizes that enhancing the community's ability to respond to a public health emergency can also improve emergency response for events, such as naturally occurring or man-made disasters; and

WHEREAS, preventing substance use and abuse and promoting responsible alcohol use can improve the overall health and quality of life of a community; and

WHEREAS, zip codes can be a predictor of health outcomes. The average life expectancy for residents in Hamilton County is just over 77 years, with a range as low as 69 and as high as 85; the average life expectancy of Colerain Township is 80.3 years.

WHEREAS, Colerain Township's partnership with Hamilton County Public Health in the WeThrive! Program has been an unmitigated success supporting programs such as the Quick Response Team, Colerain Giveback Day, COVID Response, Fall Prevention, little library book donations, Colerain Community Health Awareness early referral program, et cetera, all of which are now operating independent of the WeThrive! program and able to exist on their own.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, as follows:

1. That Colerain Township hereby reaffirms the importance of partnering with public health to examine strategies aimed at reducing chronic disease; preventing intentional and unintentional injuries; improving our community's ability to respond to a public health emergency; protecting the natural environment from environmental hazards; preventing substance use and abuse; creating social and physical environments that promotes healthy living and equal opportunity for all; and
2. That Colerain Township will discontinue its WeTHRIVE! Program and dissolve its team consisting of, at a minimum, two representatives of township administration and two members of the community; and
3. That Colerain Township will continue to implement community programs, conduct education or awareness campaigns, and/or adopt policies when appropriate to address health and safety issues; and
4. That the Colerain Township will continue to partner with Hamilton County Public Health on matters of mutual interest and will continue to support the important work that Hamilton County Public Health does generally and the WeThrive! Program does specifically; and
5. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code; and
6. That the Board by a majority vote hereby dispenses with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of the Resolution upon its first reading; and
7. That this Resolution shall be effective at the earliest date allowed by law.

Mr. _____ seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Cathy Ulrich _____, Matt Wahlert _____, Dan Unger _____

ADOPTED this ____ day of June, 2022.

BOARD OF TRUSTEES:

Cathy Ulrich, Trustee

Matt Wahlert, Trustee

Dan Unger, Trustee

ATTEST:

Jeff Baker,
Fiscal Officer

Resolution prepared by and approved as to form:

Lawrence E. Barbieri (0027106)
Colerain Township Law Director

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer this ____ day of June, 2022.

Jeff Baker,
Colerain Township Fiscal Officer

ADMINISTRATION

Department: Administration

Department Director: Jeff McElravy, Finance Director

Strategic Plan Goal: Strategic Goal #4: Manage the Township's Finances Responsibly While Improving Financial Policies and Processes

Motion to Establish a Public Hearing on the 2023 Tentative Tax Budget on Tuesday, July 12, 2022 at 7pm
Recommend ADOPTION of the Motion.

Rationale:

The first step in the 2023 budget process is the adoption of the tentative tax budget, which is an estimate of the resources that will be available for the 2023 budget. It is due to the county auditor on July 20, 2022.

ORC 5705.30 requires that the Township hold a public hearing prior to adoption of the tentative tax budget. If the Board were to schedule a hearing for its next meeting, on July 12, 2022, it would provide ample time for staff to submit the tentative tax budget to the county auditor.

CONSENT ITEMS

Department: Administration

Department Director: Geoff Milz, Administrator

Strategic Plan Goal: Strategic Goal #6: Continuously Improve the Operations of the Township

Contract - OpenGov - Professional Services

Recommend approval of all consent items.

Rationale:

This zero cost contract provides professional services in support of our OpenGov System.



OpenGov Inc. PO Box 41340
San Jose, CA 95160
United States

Created On: 6/10/2022
Order Form Expiration: 6/30/2022
Professional Services Start 6/10/2022

Prepared By: Braden Taylor
Email: btaylor@opengov.com
Contract Term: PS Only

Customer Information			
Customer:	Township of Colerain, Hamilton County, OH	Contact Name:	Janrod Alig
Bill To/Ship To:	4200 Springdale Rd. Colerain Township, Ohio 45251 United States	Email:	jalig@colerain.org
Order Details			
Billing Frequency: Annual			
Payment Terms: Net Thirty (30) Days			

PROFESSIONAL SERVICES:

Product / Service	Description			
OpenGov Deployment — One Time Fee		25 hours at \$215/hr	\$	5,375.00
		One-Time Credit		(\$5,375.00)
Includes 25 Hours at a Rate of \$215/hr		Professional Services Total:	\$	-

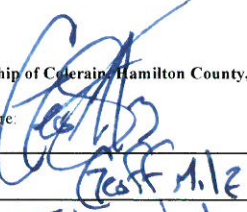
Billing Table:

Billing Date	Amount Due
June 10, 2022	\$ -

Order Form Legal Terms

Welcome to OpenGov! Thanks for using our Software Services. This Order Form is entered into between OpenGov, Inc., with its principal place of business at PO Box 41340, San Jose, CA 95160 ("OpenGov"), and you, the entity identified above ("Customer"), as of the Effective Date. This Order Form includes and incorporates the OpenGov Software Services Agreement ("SSA") executed by the parties and attached, or if no such SSA is executed or attached, the SSA at <https://opengov.com/terms-of-service> and the applicable Statement of Work ("SOW") incorporated herein in the event Professional Services are purchased. The Order Form, SSA and SOW shall hereafter be referred to as the "Agreement". Unless otherwise specified above, fees for the Software Services and Professional Services shall be due and payable, in advance, on the Effective Date. By signing this Agreement, Customer acknowledges that it has reviewed, and agrees to be legally bound by, the OpenGov Terms and Conditions. Each party's acceptance of this Agreement is conditional upon the other's acceptance of the terms in the Agreement to the exclusion of all other terms.

Township of Colerain, Hamilton County, OH

Signature: 

Name: Janrod Alig

Title: Top Administrator

Date: 6.13.22

OpenGov, Inc.

Signature: _____

Name: _____

Title: _____

Date: _____

CONSENT ITEMS

Department: Administration

Department Director: Geoff Milz, Administrator

Strategic Plan Goal: Strategic Goal #6: Continuously Improve the Operations of the Township

Contract - Arcoro - Professional Services

Recommend approval of all consent items.

Rationale:

This contract allows our HRIS to communicate with our benefits administrators.



Quote #: Q-03689-1
Order Date: 6/15/2022

SOFTWARE SERVICES ORDER FORM

Primary Contact Information

Renetta Edwards
Human Resource Specialist
Colerain Township
4200 Springdale Road
Cincinnati, OH 45251
United States
(513) 923-5011
redwards@colerain.org

Billing Information (if different than Primary)

Colerain Township
4200 Springdale Road
Cincinnati, OH 45251
United States

SALESPERSON	EMAIL	PAYMENT METHOD
Cindy Shimp	cindy.shimp@arcoro.com	Terms

Business Terms

Subscription Term: month non-cancellable term

The Subscription and the Set-Up Fees specified in this Order Form shall be invoiced as of the Order Date. Recurring Subscription Fees for the Service shall be invoiced in advance and shall be due net 30 days from the invoice date. The Recurring Subscription time period listed shall automatically renew unless Customer gives Arcoro notice of termination at least 60 days prior to the end of the relevant Subscription Term.

Software & Service Description

Prices do not include applicable taxes (if any), and all fees are non-refundable. Prices are guaranteed for the term specified. Customer is responsible for all usage overages. Overages will be billed quarterly at the rate identified in the Order Form plus 25%.

Upon execution by Customer and Company, this Order forms a binding legal agreement between the Company and Customer to purchase the Services described herein and is further governed by the Company's [Terms of Service](#) (the "Terms of Service"). The person who's signature appears on this Order warrants that they are authorized to execute this Order on behalf of Customer. In the event of a conflict between the Order and the Terms of Service, the terms of the Order will govern and control.

Product		Year 1
Carrier EDI File	Description	2 New Carrier EDI Files- \$1000/each
	Quantity	2
	Total	\$2,000.00
TOTAL:		\$2,000.00

Contract Start Date: 6/15/2022 **Contract Term:** months

DUE NOW: \$2,000.00

Contract Notes: This contract will not automatically renew.

Customer

Arcoro Holdings Corp

Signature: *Geoffrey G Milz*
Geoffrey G Milz (Jun 15, 2022 15:23 EDT)

Printed Name: Geoffrey G Milz

Title: Township Administrator

Date: Jun 15, 2022

Signature: _____

Printed Name: _____

Title: _____

Date: _____

CONSENT ITEMS

Department: Fire

Department Director: Allen Walls, Fire Chief

Strategic Plan Goal: Strategic Goal #5: Continue to Provide High Quality Safety Services.

New Hire - Part-Time Firefighter/EMT - Department of Fire and EMS

Recommend approval of all consent items.

Rationale:

The position of Part-Time Firefighter/EMT was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individuals:

1. Jeff Wolfe
2. Angela Plozay
3. Brooke Spitznagel
4. Jonathan Swiecki

The wage for this job is \$14.94 per hour for 30 hours per week. Contingent upon Board approval, they would be eligible to begin work on June 29, 2022.



NEW HIRE AUTHORIZATION

TO BE COMPLETED BY HUMAN RESOURCES

- ☐ New position - Date of Trustee Approval
☐ Reconfiguration of position - Date of Trustee Approval
☒ Replacement existing vacancy Date of Trustee Approval 06/28/2022

Job Code: 130- PT Firefighter Position Number: 2434- PT Firefighter

Status: ☐ Full Time ☒ Permanent ☐ FLSA Exempt ☐ CBA Position
☒ Part Time ☐ Temporary/Seasonal ☒ FLSA Non-Exempt ☒ Non-CBA Position

TO BE COMPLETED BY HIRING DEPARTMENT HEAD

Employee name: Angela Plozay

Hourly rate: \$14.94 Employee Supervisor: Bradley Miller

Min/Max hours/week: 30

Proposed start date: July 10, 2022 Eligibility Date: July 10, 2022

Tentative schedule of hours: Rotating 24 hours once per week

Does this position supervise staff? ☐ Yes ☒ No

Comments: Part-time Paramedic

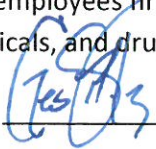
Department Head Name: Allen Walls

Signature: Allen Walls Date: June 21, 2022

TO BE COMPLETED BY THE TOWNSHIP ADMINISTRATOR

The Colerain Township Administrator conditionally approves this hire. This hire shall be fully effective after approval by the Board of Trustees at the next possible Trustee meeting. The employee will be required to serve a probationary period, as defined by the Township Policy Manual or Collective Bargaining Agreement.

For hiring purposes, the employees first eligible start date, pending completion of all necessary background checks, physicals, and drug tests is: July 10, 2022

Administrator Signature: 

Date: 6.22.22

JOB POSTING INFORMATION – TO BE COMPLETED BY HUMAN RESOURCES

The Position was posted on the following locations:

☒ Township Website

☐ Internal Bulletin Board

☐ Social media

☐ Facebook

☐ LinkedIn

☐ Twitter

☐ Other

☐ Newspapers

☐ Other job boards

Hiring Process Timeline: Ongoing

Date of initial posting: Ongoing

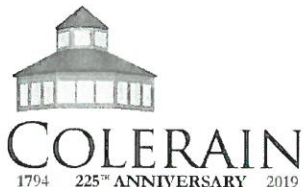
Date posting closed: Ongoing

Interview Committee: Chris Hopkins Allen Coley, Brad Miller

Interview dates: May 18th, 2022

Number of applications: 5

Number of candidates interviewed: 5



NEW HIRE AUTHORIZATION

TO BE COMPLETED BY HUMAN RESOURCES

- ☐ New position - Date of Trustee Approval
☐ Reconfiguration of position - Date of Trustee Approval
☒ Replacement existing vacancy Date of Trustee Approval 06/28/2022

Job Code: 130- PT Firefighter Position Number: 2462- PT Firefighter

Status: ☐ Full Time ☒ Permanent ☐ FLSA Exempt ☐ CBA Position
☒ Part Time ☐ Temporary/Seasonal ☒ FLSA Non-Exempt ☒ Non-CBA Position

TO BE COMPLETED BY HIRING DEPARTMENT HEAD

Employee name: Jonathan Swiecki

Hourly rate: \$14.94 Employee Supervisor: Bradley Miller

Min/Max hours/week: 30

Proposed start date: July 10, 2022 Eligibility Date: July 10, 2022

Tentative schedule of hours: Rotating 24 hours once per week

Does this position supervise staff? ☐ Yes ☒ No

Comments: Part-time Paramedic

Department Head Name: Allen Walls

Signature: Allen Walls

Date: June 21, 2022

TO BE COMPLETED BY THE TOWNSHIP ADMINISTRATOR

The Colerain Township Administrator conditionally approves this hire. This hire shall be fully effective after approval by the Board of Trustees at the next possible Trustee meeting. The employee will be required to serve a probationary period, as defined by the Township Policy Manual or Collective Bargaining Agreement.

For hiring purposes, the employees first eligible start date, pending completion of all necessary background checks, physicals, and drug tests is: July 10, 2022

Administrator Signature: _____

Date: _____

6.22.22

JOB POSTING INFORMATION – TO BE COMPLETED BY HUMAN RESOURCES

The Position was posted on the following locations:

☒ Township Website

☐ Internal Bulletin Board

☐ Social media

☐ Facebook

☐ LinkedIn

☐ Twitter

☐ Other

☐ Newspapers

☐ Other job boards

Hiring Process Timeline: Ongoing

Date of initial posting: Ongoing

Date posting closed: Ongoing

Interview Committee: Brad Miller, Chris Hopkins, AJ Coley

Interview dates: May 18th, 2022

Number of applications: 1

Number of candidates interviewed: 1



NEW HIRE AUTHORIZATION

TO BE COMPLETED BY HUMAN RESOURCES

- ☐ New position - Date of Trustee Approval
☐ Reconfiguration of position - Date of Trustee Approval
☒ Replacement existing vacancy Date of Trustee Approval 06/28/2022

Job Code: 130- PT Firefighter Position Number: 2464- PT Firefighter

Status: ☐ Full Time ☒ Permanent ☐ FLSA Exempt ☐ CBA Position
☒ Part Time ☐ Temporary/Seasonal ☒ FLSA Non-Exempt ☒ Non-CBA Position

TO BE COMPLETED BY HIRING DEPARTMENT HEAD

Employee name: Brooke Spitznagel

Hourly rate: \$14.94 Employee Supervisor: Bradley Miller

Min/Max hours/week: 30

Proposed start date: July 10, 2022 Eligibility Date: July 10, 2022

Tentative schedule of hours: Rotating 24 hours once per week

Does this position supervise staff? ☐ Yes ☒ No

Comments: Part-time Paramedic

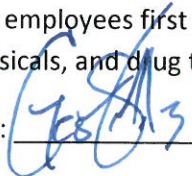
Department Head Name: Allen Walls

Signature: Allen Walls Date: June 21, 2022

TO BE COMPLETED BY THE TOWNSHIP ADMINISTRATOR

The Colerain Township Administrator conditionally approves this hire. This hire shall be fully effective after approval by the Board of Trustees at the next possible Trustee meeting. The employee will be required to serve a probationary period, as defined by the Township Policy Manual or Collective Bargaining Agreement.

For hiring purposes, the employees first eligible start date, pending completion of all necessary background checks, physicals, and drug tests is: July 10, 2022

Administrator Signature: 

Date: 6.22.22

JOB POSTING INFORMATION – TO BE COMPLETED BY HUMAN RESOURCES

The Position was posted on the following locations:

- ☒ Township Website
- ☐ Internal Bulletin Board
- ☐ Social media
 - ☐ Facebook
 - ☐ LinkedIn
 - ☐ Twitter
 - ☐ Other
- ☐ Newspapers
- ☐ Other job boards

Hiring Process Timeline: Ongoing

Date of initial posting: Ongoing

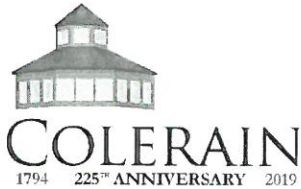
Date posting closed: Ongoing

Interview Committee: Chris Hopkins Allen Coley, Brad Miller

Interview dates: May 18th, 2022

Number of applications: 5

Number of candidates interviewed: 5



NEW HIRE AUTHORIZATION

TO BE COMPLETED BY HUMAN RESOURCES

- ☐ New position - Date of Trustee Approval
☐ Reconfiguration of position - Date of Trustee Approval
☒ Replacement existing vacancy Date of Trustee Approval 06/28/2022

Job Code: 130- PT Firefighter Position Number: 2461- PT Firefighter

Status: ☐ Full Time ☒ Permanent ☐ FLSA Exempt ☐ CBA Position
☒ Part Time ☐ Temporary/Seasonal ☒ FLSA Non-Exempt ☒ Non-CBA Position

TO BE COMPLETED BY HIRING DEPARTMENT HEAD

Employee name: Jeff Wolfe

Hourly rate: \$14.94 Employee Supervisor: Bradley Miller

Min/Max hours/week: 30

Proposed start date: July 10, 2022 Eligibility Date: July 10, 2022

Tentative schedule of hours: Rotating 24 hours once per week

Does this position supervise staff? ☐ Yes ☒ No

Comments: Part-time Paramedic

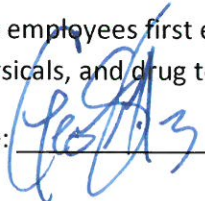
Department Head Name: Allen Walls

Signature: Allen Walls Date: June 21, 2022

TO BE COMPLETED BY THE TOWNSHIP ADMINISTRATOR

The Colerain Township Administrator conditionally approves this hire. This hire shall be fully effective after approval by the Board of Trustees at the next possible Trustee meeting. The employee will be required to serve a probationary period, as defined by the Township Policy Manual or Collective Bargaining Agreement.

For hiring purposes, the employee's first eligible start date, pending completion of all necessary background checks, physicals, and drug tests is: July 10, 2022

Administrator Signature: 

Date: 6.22.22

JOB POSTING INFORMATION – TO BE COMPLETED BY HUMAN RESOURCES

The Position was posted on the following locations:

☒ Township Website

☐ Internal Bulletin Board

☐ Social media

☐ Facebook

☐ LinkedIn

☐ Twitter

☐ Other

☐ Newspapers

☐ Other job boards

Hiring Process Timeline: Ongoing

Date of initial posting: Ongoing

Date posting closed: Ongoing

Interview Committee: Mueller

Interview dates: May 8th, 2022

Number of applications: 5

Number of candidates interviewed: 5