

Minutes

July 26, 2022

1. **Opening of Meeting**

Mr Wahlert called the meeting to order at 6:00pm.
All trustees and fiscal officer were present.

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

Mr Milz recommended the board of trustees go into executive session in accordance with ORC section 121.22 (G)(1) to discuss the employment and compensation of public employees and also in accordance with ORC section 121.22 (G)(2) to consider the purchase of property for public purposes and also in accordance with ORC section 121.22 (G)(3) to discuss pending or eminent litigation with the township attorney and also in accordance with ORC section 121.22 (G)(8) to consider confidential information relating to specific business strategy and to discuss negotiations with other political subdivisions respecting requests for economic development assistance.

Motion Mr Unger, Seconded Ms Ulrich

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

Executive session convened at 6:03 pm.

Mr Wahlert called the meeting back to order at 7:00pm

All trustees and fiscal officer were present

Mr Milz had nothing to report from executive session.

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

All recited the Pledge of Allegiance.

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

5. **Approval of Minutes**

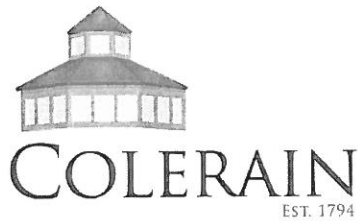
Mr Baker recommended approval of the minutes from the regular board of trustees meeting held on 6-28-22.

Motion Mr Unger, Seconded Ms Ulrich

All voted Yes. Minutes approved

Mr Baker recommended approval of the minutes from the regular board of trustees meeting held on 7-12-22.

Motion Mr Unger, Seconded Ms Ulrich



All voted Yes. Minutes approved.

6. Presentations

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

Chief Walls introduced and administered the oath of office to Promoted Full-time Firefighter, Tyler Leppert.

- b. Presentation by Chief Denney Introducing and Swearing-In Newly Hired Officers

Chief Denney introduced and administered the oath of office to Police Officer Kristen Bernecker.

7. Public Hearings

- a. Public Hearing For Zoning Commission Case ZA2022-05: Major Amendment To ZA2005-003 Stone Creek Phase 1

The Colerain Township Zoning Commission held a public hearing and reviewed Case ZA2022-05 and recommended approval by the Board of Trustees.

Motion to open public hearing Mr Unger, Seconded Ms Ulrich

No Discussion:

All voted Yes. Public hearing opened.

Ms Schild swore in Mr Huber and Ms Wright to testify.

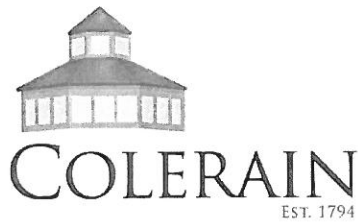
Mr Huber - We want to cut up the parcel that is part of the Starbucks parcel. The reason is there was a condition in the original zoning case where the parcels had to be as one consolidated piece and so that's why we had to go in front of the zoning commission. They made a positive recommendation. That applicants are Lamar Properties.

Ms Wright - I just met the gentleman who is the property manager for Lamar. Interesting enough they are in violation of the code enforcement with illegal dumpsters and bins and I was wondering if you guys would take that into consideration before passing this.

Mr Unger motioned to close the public hearing, seconded Ms Ulrich.

No Discussion:

All voted Yes. Public hearing closed.



- b. Public Hearing For Zoning Commission Case ZA2022-03: Major Amendment To ZA2007-001 Stone Creek Phase 2

The Colerain Township Zoning Commission held a public hearing and reviewed Case ZA2022-03 and recommended approval by the Board of Trustees.

Motion to open public hearing Mr Unger, seconded Ms Ulrich

No Discussion:

All voted yes. Public hearing opened.

Ms Schild swore in Mr Huber and Ms Wright to testify.

Mr Huber - This is very similar to the prior case. This is for the property where Best Buy is.

Ms Wright - This property is in violation of the zoning code enforcement.

Motion to close the public hearing Mr Unger, seconded Ms Ulrich

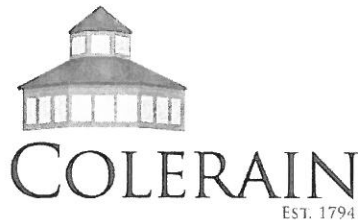
No Discussion:

All voted Yes. Public hearing closed.

8. **Citizens Address**

Kathy Mohr - At the last meeting, I had several questions about the Groesbeck group that were not answered. Who are the stakeholders and are the meetings open to anyone? Have there been traffic studies done on the new developments? I believe Mr Wahlert mentioned that's done prior to development and I really didn't get any confirmation. So once again, have there been any studies done? The contract with Right Stuff will allow electronic time keeping. Exhibit A states "License has a right to access the precinct manager from all supported devices". Who or what is the precinct manager? You're going to approve changes to the org chart. No copy was included in the agenda. Mr Wahlert explained the vacant building process. What point does the fee for having a vacant property kick in? Residential composting. I was wondering how many people are participating in that?

Bruce Peirano - I became aware from a number of people in the township that the Northwest School Board is trying to pull one over on us. As I understand, they're going to put a bond levy on for close to \$176 Million. Which is a 5 mil increase. I think public entities need to live within their means. I think the ballot language was written by the Biden/ Harris administration. It's hard to follow it. A lot of the folks in the township did not vote for the last levy. People who pay rent don't realize the impact. I looked at the school district and the breakdown of the total tax bill. The school district gets 52.4% of my tax bill. If you throw in the joint vocational school, it's 53%. When you throw in the township it's 79%. I feel we pay too much taxes and people don't know what they're voting for. Please look at your tax bill.



Stephanie Wright - I have a few questions about the abatement process. When you enter something in the CSR system as a violation in the township, the address automatically pulls up. I've noticed that the address and the address on the auditors' site are different. Are they supposed to be linked? I'd like to give a shout to a company that does work here in the township called Best Way. They are a dumpster service and a trash service. I've been in contact with them about a dumpster behind the old Kroger building. It's been a trash haven forever.

9. Administrative Reports

Chief Walls - I want to bring some special recognition to important, historic award that was presented in San Antonio to Captain Mike Kaake, Lieutenant Kris Prosser and Firefighter/Paramedic Tyler Abbatiello. The International Association of Fire Chiefs (IAFC), Ben Franklin Award for Valor is their most prestigious award. The award honors a firefighter or a crew for their bravery, expert training and professional service and dedication. On August 25th of this year they will be awarded the Ben Franklin Award for Valor for the dramatic rescue that took place in July of 2021. The department acknowledged them at our awards banquet in March. We should be proud of this accomplishment.

Mr Wahlert discussed some of the questions brought up in the citizens address.

Mr Wahlert - the traffic studies on the new developments, can we get access to those dates?

Mr Milz - So, I would suggest as I have in the past, to reach out to the Hamilton County Engineer who reviews those things.

Mr Wahlert - The Greater Groesbeck plan with the stakeholders?

Mr Milz - There was a lot of outreach on the Greater Groesbeck plan. All were welcome. There were residents, businesses and institutions. There were lots of people.

Mr Wahlert - The "Precinct Manager".

Mr Milz - Precinct Manager is the software program.

Mr Wahlert - when the fee kicks in for vacant properties is actually when we send it in?

Mr Milz - The process is, we determine a property is vacant based on inspection. When we determine it's vacant, we turn it over to Pro Champs.

10. Trustees' Report

Ms Ulrich - As a lot of people in the township have witnessed, we put our first bus bench in. We're trying to keep some areas clean in Colerain Township. I agree, we do have a trash problem. I hope that residents can see the things we're doing for them. I love the show of support for the police and fire departments.

There was inaudible chatter from the audience.

Mr Unger - Reviewing some citizen comments. Bruce, I heard that also, that the school



district is putting a large levy on the ballot. I have not looked at the details at the level you have. I believe that is more than is going to pass. I don't know why they would put on something that's going to take so much effort to pass. I truly believe we are headed into recessionary times. Here at the township, we need to improve some of our facilities too. This board has decided to pay cash for the new facilities using our Covid Relief Funds. I do not know what the school district did with theirs (Covid Relief Funds). I'm sure they did something with it. I think we need to be cautious of what we determine as a vacant house. This past Saturday our friends over in Northbrook held one of their pocket picnics and I'd like to thank everyone that came out.

Mr Wahlert - Congrats to Fire & EMS. The Ben Franklin Award is a big deal. July 15th I was honored to attend the ribbon cutting of the mural. It's fantastic. I think it brings positive energy. July 19th I did a webinar by the Ohio Township Association and it was a little less exciting. On the next day the 20th we had the Hamilton County Solid Waste Committee where we forwarded the solid waste plan to the Ohio EPA.

11.

New Business

Public Safety

a. Resolution Declaring Nuisance and Ordering Abatement

Chief Denney recommends ADOPTION of Resolution #80-22.

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

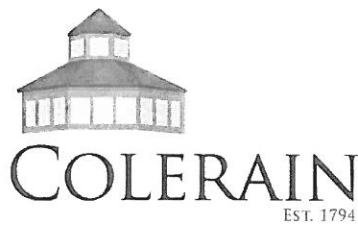
7118 Broadmore 510-0350-0102-00
10254 Chippenham 510-0043-0300-00
6662 Daleview 510-0350-0155-00
3345 Deshler 510-0102-0200-00
9796 Dunraven 510-0041-0202-00
2302 Galbraith 510-0063-0363-00
2725 Galbraith 510-0071-0158-00
11601 Greenhaven 510-0024-0300-00
3667 Sandralin 510-0091-0302-00
2841 Wheatfield 510-0041-0342-00
5288 Yeatman 510-0160-0079-00

All properties that are abated by the Township will have their property taxes assessed in order to reimburse the Township for the abatement services. This resolution and the Township's abatement process comport with the Ohio Revised Code for nuisance violations.

Motion Mr Unger, Seconded Ms Ulrich

No Discussion:

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



Resolution passed.

Public Services

- a. Motion to Authorize Purchase of Materials and Installation for 275 Gateway Planting with Jeffrey Allen Corporation for \$39,289

Mr Milz recommends ADOPTION of the Motion.

Rationale: The Township has a plan in place for various plantings and aesthetic improvements at the interstate 275 and Colerain Avenue interchange. This plan will take multiple years to fully implement per the attached memo. Quotes were solicited for this project from three vendors (Jeffrey Allen Corporation, Joe Cappel's Garden Center, and White Oak Garden Center). The cost of this project is \$39,289 and the lowest and best bid was presented by Jeffrey Allen Corporation. The total budget for this project was \$50,000. The remaining \$10,000 is recommended to be invested in the existing landscape beds that were installed at the beginning of 2022.

Motion Mr Wahlert, Seconded Ms Ulrich

No Discussion:

All voted Yes. Motion approved.

- b. Motion to Issue Request for Proposals for Street Trees

Mr Milz recommends ADOPTION of the Motion.

Rationale: As part of the 2022 Strategic Plan, the Township worked with local arborists to map and identify existing gaps in the street tree canopy of the Groesbeck and Northbrook neighborhoods. Included in the 2022 budget are dollars to allow for the reforestation of street trees in the following areas: The bid documents cover the cost of the trees, labor for planting, and provide a one-year warranty. There are many benefits of street trees, including reduction in heating/cooling costs, stormwater abatement and erosion control, improvement in air quality, and an increase in property values. Street trees have been identified in the Northbrook Now and Groesbeck Strategic Reinvestment Plan as priorities.

The RFP's (Requests for Proposals) can be found in the agenda packet on-line.

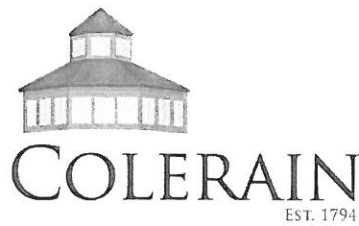
Motion Mr Unger, Seconded Ms Ulrich

Discussion:

Mr Wahlert - We have arborists doing this?

Mr Milz - Yes, the arborists have identified the trees.

All voted Yes. Motion approved.



Development

- a. Resolution Approving Or Denying Zoning Commission Case ZA2022-05: Major Amendment To ZA2005-003 Stone Creek Phase 1

Mr Miller recommends APPROVAL of Resolution #81-22.

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

Motion to table Mr Wahlert

Mr Miller - I have been in communication with the agent. The problem seems to be with the vendor that has been asked to remove the item. The fault does not seem to be with them.

Ms Ulrich - Does Stone Creek have the authority to remove the property?

Mr Miller - Yes they do. They have made contact to have the item moved, but the vendor has failed to do it.

Mr Milz - They are the victim of a crime. I would not recommend holding this up based on something out of their control.

Mr Wahlert - I don't think it's fair to citizens to change a zoning when someone is not compliant.

Motion dies without a second

Motion to approve Mr Unger, Seconded Ms Ulrich

Discussion:

Mr Unger - I would say to the property owner to reach out to someone to remove it.

Mr Miller - There are scrappers who would probably like to have it.

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

Resolution passed.

- b. Resolution Approving Or Denying Zoning Commission Case ZA2022-03: Major Amendment To ZA2007-001 Stone Creek Phase 2

Mr Miller recommends APPROVAL of Resolution #82-22.

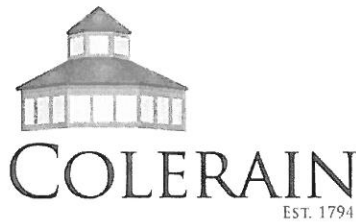
Rationale: The Colerain Township Zoning Commission recommends approval of Case ZA2022-03 and requires final approval by the Board of Trustees after a Public Hearing.

Motion to table Mr Wahlert

Motion dies for lack of second.

Motion to approve Mr Unger, Seconded Ms Ulrich

No Discussion:



Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - No
Resolution passed.

- Motion Setting a Public Hearing on August 23, 2022 for Zoning Commission
- c. Case ZA2022-07: Major Amendment to ZA2002-02, Zoning Map Amendment (R-6 to PD-B)

Mr Miller recommends ADOPTION of the Motion.

Rationale: The Colerain Township Zoning Commission Case ZA2022-07 requires final approval by the Board of Trustees after a Public Hearing.

Motion Mr Unger, Seconded Ms Ulrich

No Discussion:

All voted Yes. Motion approved.

Administration

- a. Discussion - Job Description - Assistant Administrator and Director of Public Services

Trustee Unger requested a Board discussion of the job description for the Assistant Administrator and Director of Public Services.

Discussion:

Mr Unger - What brought this about was the job description for the assistant director of public services. Over the past 5 years there have been 3 people who have represented the public works department and now we're looking at a fourth person. I want that person to be set up for the highest success possible. I don't believe you've found the right person to fit that position. I want the person, whether it's Tawana or not, to be successful. The most important part is our streets. It might be \$100 Million. The most important aspect is road maintenance. I would ask that as we get to that item I'd like to take that responsibility out of that job description.

Ms Ulrich - Where do you want to put that responsibility?

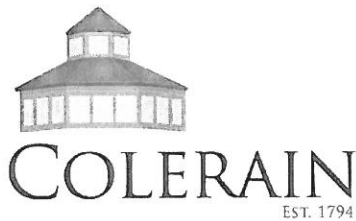
Mr Unger - I want somebody here that's going to report on public works.

Mr Wahlert - Let's deal with the easiest first. We've discussed that Mr Weckbach will be presenting to the board?

Mr Milz - Yes, Mr Weckbach will still be reporting to the board for public works.

Mr Milz - Right now, as has been the case, Mr Weckbach is filling the void. So, respectfully, I don't think its necessary to change Mr Weckbach's job description.

- b. Resolution to Amend Organizational Chart, Roster, and Job Description



Mr Milz recommends ADOPTION of Resolution #83-22.

Rationale: Staff has gone through the process of evaluating candidates for the Director of Public Services position. Based on the review of candidates and the existing job market, changing the role to an Assistant Director role will be in the best short term interest of the Township. This individual will be responsible for the day-to-day activities of the Department and ensuring the completion of the strategic plan for the Department. The attached job description for this position will be created and appended to the existing job descriptions for the Township.

Motion Mr Wahlert, Seconded Ms Ulrich

Motion to amend job description removing #3. Motion dies without a second
Discussion:

Mr Unger - There will be another vote for the hire based on these qualifications

Mr Milz - The recommendation is in the consent agenda.

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

Resolution passed.

c. Resolution Adopting Fuel Policy

Mr McElravy recommends ADOPTION of Resolution #84-22.

Rationale: The Auditor of State published an advisory memo in late 2021 regarding fuel inventory, fuel usage, and fuel cards. This policy was adapted from that advisory memo, based on feedback from the users and managers of fuel throughout the Township.

The Fuel Policy can be found in the agenda packet on-line.

Motion Mr Unger, Seconded Ms Ulrich

No discussion:

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

Resolution passed.

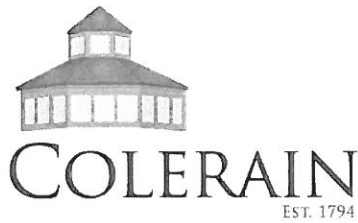
d. Discussion of Use of Funds for One Ohio Opioid Settlement

Trustee Unger requested a Board discussion of the future use of OneOhio Opioid Settlement funds.

Discussion:

Mr Unger - This came out of an inquiry from a resident. I guess we've done everything we need to do to participate in the settlement. As a result, we're going to be getting about \$12,000 a year or so. I would say that those expenses were incurred in previous years by the fire department. My idea is that we would commit those funds to the fire department to help construct the fire houses.

Mr Wahlert - I also thought the police bared a bit of this cost as well. I do believe the funds should go back to the departments that incurred the cost.



Mr Milz - We've done everything we need to do up to the this point. We're going to get 18 payments of \$12,082.90. Allowable uses are not yet clear.

Mr McElravy - The auditor of state has established guidelines for the accounting of these funds. They require a special revenue fund to be set up.

Mr Unger - I would ask that we set up that fund.

12. Old Business

13. Consent Items

a. Promotion - Tawanna Molter - Assistant Director of Public Services

Motion to consider items A and B separately Mr Unger, Seconded Mr Wahlert

All voted Yes. Items are separated.

A conditional offer of employment was extended to Ms. Molter for a wage of \$36.54/hour for the Assistant Director of Public Services effective 7/27/22.

Contingent on Board approval, she would serve a one year probationary period.

Motion to approve item A Mr Unger, Seconded Mr Wahlert

Discussion:

Mr Unger - Tawana I wish you well. I think you're doing great at the job you're doing.

I want to set you up for success and I don't think leaving that item in the job description is doing that.

Ms Ulrich - I've seen her in action and I feel she's totally qualified.

Mr Wahlert - I think it's important to send a message that there's a promote within kind of policy. And that you can aspire to greater things.

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

Item A approved.

b. Promotion - Full-Time Firefighter/EMT - Department of Fire and EMS

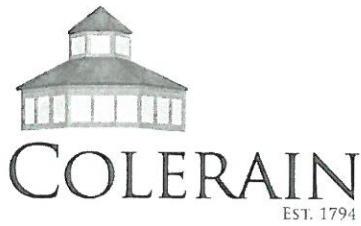
The position of Firefighter/Paramedic was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individual:

1. Jack Hughes The wage for this job is \$18.20 per hour (\$50,149.00 annually) for 53 hours per week. Contingent upon Board approval, he would be eligible to begin work on August 21, 2022.

Motion to approve item B Mr Wahlert, Seconded Ms Ulrich

No discussion:

All voted Yes. Item B approved.



14. **Fiscal Office Report**

First I would like to say thank you to the board, administration and members of the public for their well wishes and support for me and my family at the passing of my mother. It is really appreciated.

The financial report for May has been completed and is now posted to the web site with an adjusted bank balance of \$39,470,525.09. June is just about completed and should be on line shortly.

Lastly, with public records requests, we have received a total year to date of 192 with 7 that are active.

15. **Executive Session – if needed**

Not needed.

16. **Adjournment**

Motion to adjourn Mr Unger, Seconded Mr Wahlert

All voted Yes. Meeting adjourned at 9:03pm

Fiscal Officer

Trustee

Trustee

Trustee