



Minutes

December 13, 2022

1. **Opening of Meeting**

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

2. **Executive Session 6PM**

Mr McElravy 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.

Motion Mr Unger, Seconded Ms Ulrich

No discussion

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

Executive session convened at 6:02pm. Assistant Administrator Mays also joined the executive session.

Mr Wahlert called the meeting back to order at 7:02pm.

All trustees and the fiscal officer were present.

Ms Mays had nothing to report from executive session.

3. **Pledge of Allegiance 7PM**

All recited the Pledge of Allegiance.

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

Mr Unger made comments about the passing of long-time Colerain Township citizen Jim Acton and Colerain Employee Jerry Quinn.

5. **Approval of Minutes**

Motion to approve the minutes of the board of trustees meeting from November 15, 2022.

Motion Mr Unger, Seconded Ms Ulrich

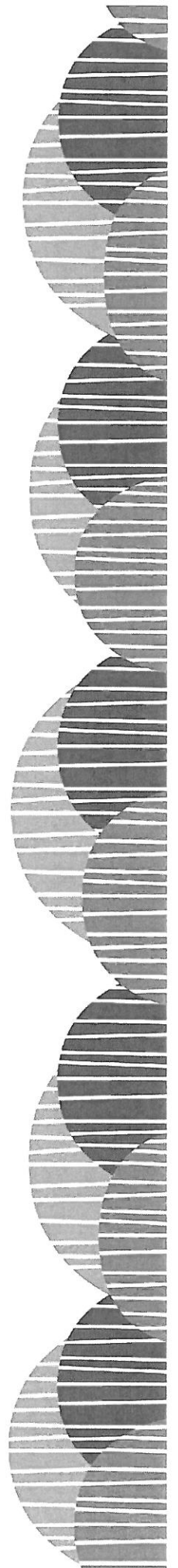
No discussion.

All voted Yes. Minutes approved.

6. **Public Hearings**

a. Demolition of 4519 Poole Road

This building was inspected by the Colerain Township Fire Department and found to be vacant, unsafe and insecure. Its conditions are negatively impacting the adjacent





properties and the health, safety and welfare of the community.

Motion to open the public hearing Mr Wahlert, Seconded Mr Unger

All voted Yes. The public hearing was opened.

Mr Sollmann swore in all those who wished to speak at the public hearing.

Ms Emmons - Ms Emmons spoke about the delays to the construction and rehab for 4519 Poole Road.

Mr Wahlert - When was the last time you spoke with Mr Miller about the plan?

Ms Emmons - It's been within the last two or three weeks.

Ms Ulrich - Was the septic system defective? You've only owned the property for a short while correct?

Mr Dominguez - Yes there was a problem with the septic and there was a fire.

Ms Emmons - When Mr Dominguez purchased the property the septic system had already been condemned.

Mr Unger - Is there a plan to wreck the house and start over?

Ms Emmons - No, we are actually going to make use of what is there.

Motion to close public hearing Mr Unger, Seconded Ms Ulrich

All voted Yes. Public hearing closed.

7. Presentations

a. Letter of Recognition - Eagle Scout

Mr McElravy recommended adoption of a motion to sign a letter recognizing Robert Eugene Harris' achievement of Eagle Scout. Rationale: The Colerain Township Board of Trustees is honored to congratulate Robert Eugene Harris for achieving the rank of Eagle Scout in the Boy Scouts of America. This is a very significant accomplishment and an honor attained by only a select few. Colerain would like to recognize Robert for this achievement.

Mr Wahlert read the letter into record.

Motion Mr Unger, Seconded Ms Ulrich

No discussion

All voted Yes. Letter of Recognition approved.

b. Presentation by Chief Walls and Eric Reifenberger - "Cans to Care"

Chief Walls introduced Mr Reifenberger, Colerain Township resident and Citizens Fire Academy Alumni Eric Reifenberger made a presentation regarding the 2022 "Cans to Care" program.

Mr Reifenberger made comments about the proceeds and donation for 2022 of \$1,597.41.



c. Presentation by Chief Walls - Citizen Lifesaving Award - Linda Whitt
Presentation of a Citizen Lifesaving Award to Linda Whitt in appreciation for the prompt and unselfish act of rendering aid and assistance to a fellow citizen that resulted in the saving of a human life. Fire Chief Walls gave the presentation.
Chief Walls presented the award to Ms Whitt.

8. Citizens Address

Rich McVay - Mr McVay spoke again about fire trucks being launched to support every EMS call. He mentioned that the fire department agreed to meet with him to discuss the support vehicles. He used all of the allotted time.

Motion to extend time by 2 minutes Mr Wahlert, Seconded Mr Unger

All voted Yes. Time extended. Mr McVay went on to discuss his opinion further.

Kurt Verhoff - Mr Verhoff spoke about his opinion on the Flock camera system and the civil liberty issue it proposes. He asked that the township save us a little money while protecting our liberty.

9. Administrative Reports

Chief Walls - For the month of November we had 867 EMS incidents, 221 fire incidents, 39 responses into Springfield Township. There was a 5:14 average response time from emergency personnel. Chief Walls mentioned he respects Mr McVay's opinion but they disagree with the response policy.

Chief Cordie - For November the Police Department responded to 3677 calls for service, which leaves us just below 42,000 calls for the year, 5% increase, 123 calls per day. We'll be around 46,000 calls for service for the year. We had a 3:05 average response to emergency calls. 199 traffic stops for the month. We had 5 OVI arrests for the month.

Code Enforcement staff handled 137 inspections, closed 54 violations, 31 total property maintenance violations and 14 zoning violations.

Chief Cordie also spoke briefly about the Flock Cameras and how they are already being used in many areas around Colerain Township and the limits that can be put on them.

Ms Mays - Park visitation was 255,190 for the year. 2 parks (Clippard Park, Heritage Park) had an increase in visits. There were 269 service calls for public services. 150 of them were pot holes. Litter Control was on par with other months with 238 bags of litter for the month. We have officially been recognized as an APWA which is an accredited organization.

Mr McElravy for Mr Miller - There were 32 new zoning certificates issued for the month of



November. 3 of those were for commercial certificates. The Homebuilders Assoc had Colerain Township as the #1 area in Hamilton County for a residential market.

10. Trustees' Report

Mr Unger - He spoke about the experience and work background of Mr McElravy and his ability to lead. He went to the police awards event. He mentioned a couple of stories he came away with. He mentioned the discussions that were had regarding the construction for the new fire stations.

Ms Ulrich - Says that since Colerain Township is the #1 area for new construction in Hamilton County, the need for new fire stations is even greater. Last month's veteran appreciation dinner was a beautiful event. Special thanks to Glenna and Debbie for your help on that event. She mentioned all of the dedicated employees of Colerain Township.

Mr Wahlert - Merry Christmas to everyone and all the holidays you celebrate. He also talked about the veteran appreciation dinner. He said he would like to include kids in future veterans dinners. The Flock Cameras scare me about the data that would be collected. He mentioned the spending cuts he asked for. He would like for the board to meet at times to discuss future budgets and funds.

11. New Business

Public Safety

- a. Motion to Authorize the Township Administrator to Enter into a Capital Lease-Police Cruisers

Mr McElravy recommended ADOPTION of the Motion.

Rationale: As part of its ongoing fleet replacement program, the Police Department is seeking to enter into a capital lease agreement with Huntington Bank. The lease would allow the Police Department to acquire and equip eight cruisers. The cost of the cruisers and related equipment is \$507,612.60. \$46,012.60 of that expense is for interest over the five-year term. The annual lease payment would be \$101,522.52 (the payment schedule is Exhibit B to the Equipment Schedule). The lease functions much like a traditional car loan, except that it is for multiple vehicles, and that the initial lease payment, which is made at closing, is part of the financing. At the end of the term, the Township would retain title to the cruisers.

Motion Mr Unger, Seconded Ms Ulrich

Discussion.

Mr Unger - So that includes the build out of each car?

Mr McElravy - Yes, it includes everything.

All voted Yes. Motion approved.

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b. Resolution Declaring a Junk Motor Vehicle - 10703 Pottinger Rd.

Chief Cordie recommended ADOPTION of Resolution #129-22.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicles at the Following Property: 10703 Pottinger Rd. Cincinnati, OH 45251

1. (OH) JFZ3091, 1994, SILVER, CHEVY, S-10
2. (OH) GTW7437, 2003, WHITE, CHEVY, IMPALA
3. (OH) JKB3459, 1994, BLUE, MERCURY, GRAND MARQUIS
4. (OH) HVC5701, 1999, SILVER, MERCURY, GRAND MARQUIS

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

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

Resolution passed.

c. Resolution Declaring a Junk Motor Vehicle - 3548 Smithfield Ln.

Chief Cordie recommended ADOPTION of Resolution #130-22.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 3548 Smithfield Ln. Cincinnati, OH 45239

1. (OH) CMN1831, 1997, RED, DODGE, RAM

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

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

Resolution passed.

d. Resolution Declaring a Junk Motor Vehicle - 9997 Pippin Rd.

Chief Cordie recommended ADOPTION of Resolution #131-22.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property:

9997 Pippin Rd. Cincinnati, OH 45231

1. (OH) FHS7337, 2006, SILVER, TOYOTA, SIENNA

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

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

Resolution passed.

e. Resolution Declaring Nuisance and Ordering Abatement

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Chief Cordie recommended ADOPTION of Resolution #132-22.

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

8228 Chesswood Dr. 510-0090-0153-00

8656 Cranfield Dr. 510-0064-0184-00

2566 Merrittview Ln. 510-0032-0434-00

2920 Jackfrost Way. 510-0042-0244-00

7490 Pippin Rd. 510-0072-0390-00

2582 Retford Dr. 510-0011-0433-00

3441 Ringwood Ln. 510-0090-0216-00

8353 Royal Heights Dr. 510-0061-0134-00

12120 Stone Mill Ln. 510-0280-0054-00

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.

f. Discussion - Flock Cameras

Numerous departments throughout the area are purchasing Flock LPR Cameras Systems. Due to recent news articles, privacy concerns have come into question. Chief Cordie will lead a discussion on the Flock LPR program projected for possible purchase in 2023.

Chief Cordie gave a description of the "Flock Cameras".

Discussion:

Mr Wahlert - So when you said sharing data with other agencies requires approval. Is that from the department sharing or the department shared?

Chief Cordie - It would require the sharer to approve the request.

Mr Wahlert - There's no doubt this system would make it easier to catch criminals, but what's lacking in sharing the data is a check and balance.

Ms Ulrich - There are cameras in cars. The difference is only the location of the device.

Mr Wahlert - But other agencies can't request that data can they?

Chief Cordie - Yes they can.

Mr Wahlert - Well I think that's a problem too. Not having a judicial branch involved.

Mr Unger - What's this going to do with my license information?

Chief Cordie - That's just open data.

Mr Unger - Do the other entities have the same privacy agreements?

Chief Cordie - Yes.



Mr Unger - Once Flock is sold to the next vendor, then it's out there?

Do they work at night?

Chief Cordie - Yes, it works off solar panels.

Mr Unger - so at 10:00 at night it will still pick up the data?

Chief Cordie - Yes.

Mr Unger - So if there is a lot of traffic, will it see every car?

Chief Cordie - Yes.

Mr Unger - How much employee time would be needed?

Chief Cordie - None, zero.

Mr Unger - How would we hang these?

Chief Cordie - Well we're not there yet, but they can go on poles.

Public Services

- a. Motion to Authorize the Release of Bids for the 2023 Road Improvement Program

Ms Mays recommended ADOPTION of the Motion.

Rationale: Township staff is proposing that all streets listed on the 2023 Road Program receive a minimum of a one and three fourths-inch mill of the current surface, proof rolled, filled with new asphalt and finished with an asphalt rejuvenating agent called "Reclamite". This is consistent with past practice and the total depth of mill and fill will vary slightly in different areas of each street. This project will also include either a replacement or rehabilitation of identified curbs, gutters, storm pipes and catch basins that have deteriorated over time. The scope of this project includes the following streets:

- ☐ Autumnridge Dr
- ☐ Butterwick Dr
- ☐ Erin Dr
- ☐ Gila Ct
- ☐ Jillmarie Dr
- ☐ Klondike Ct
- ☐ Menominee Dr
- ☐ Newmarket Dr
- ☐ Penarth Dr
- ☐ Renetta Dr
- ☐ Tripoli Dr
- ☐ Westerly Dr
- ☐ Wilson Ave

The bid will be advertised on December 21 and 28, 2022 and January 4, 2023. All bids will be accepted through the Bid Express software system through January 13, 2023.

The final contract is anticipated to be awarded at the first Trustee meeting in February



2023.

Motion Mr Unger, Seconded Ms Ulrich

No discussion:

All voted Yes. Motion approved.

Motion Authorizing Township Administrator to Execute Agreement with Choice

- b. One Engineer for Engineering Services for Springdale Road Sidewalks for \$132,300

Mr McElravy recommended ADOPTION of the Motion.

Rationale: The Township was awarded funding through the OKI Transportation Alternatives grant to install sidewalks along Springdale Road from Loralinda to Colerain. This agreement will hire the engineer that will oversee and design the project for Colerain. Colerain reached out to firms that had pre-qualified through the Engineer & Design Master Services Agreement process over the past three years. Of the firms that responded, Choice One Engineering provided the best quote for this service at \$132,300. This vendor is pre-qualified with ODOT.

Motion Mr Unger, Seconded Ms Ulrich

No discussion:

All voted Yes. Motion approved.

Motion Authorizing Township Administrator to Execute Agreement with Dunlap

- c. Development, LLC for Snow and Ice Removal of Dunlap Grove Subdivision.

Mr McElravy recommended ADOPTION of the Motion.

Rationale: The developer of the Abbeytown Subdivision has requested that the Township remove snow and ice on the unaccepted streets for the subdivision that they are constructing. The attached contract would compensate the Township at a rate of 10 cents per lineal foot (for a total of 919 lineal feet) of snow removal for each snow event. In prior years, the Township would execute similar contracts for subdivisions that were under construction.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

Development

- a. Discussion & Potential Action - Demolition of 4519 Poole Road

This building was inspected by the Colerain Township Fire Department and found to be vacant, unsafe and insecure. Its conditions are negatively impacting the adjacent properties and the health, safety and welfare of the community.

Discussion:

Mr Sollmann - I just wanted to board to be aware the ORC section 505.86 (C)(3) says the board "shall" make a decision with 30 days.



Motion to table until Jan 10, 2022 Mr Wahlert, Seconded Mr Unger
All voted Yes. Tabled until January 10, 2022.

b. Motion to Appoint Members to the Zoning Commission and Board of Zoning Appeals

Mr Miller recommended ADOPTION of the Motion.

Rationale: Each year staff conducts an application and interview process for vacancies on the Board of Zoning Appeals and the Zoning Commission. Following this process, these are the recommended appointments to the open positions. Full members are appointed for five-year terms and alternates serve for two years. For 2023, staff recommends the following appointments:

Zoning Commission - Full Member: Lori B. McMullin, Kevin Wilson

Zoning Commission - Alternate Member: J. Thomas Westfall

Board of Zoning Appeals - Full Member: Ronald Roberto, Michael Inderhees

Board Zoning Appeals - Alternate Member: James Sidow, David DeMoss.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

c. Motion to Approve Updated Zoning Department Fee Schedule

Mr Miller recommended ADOPTION of the Motion.

Rationale: There is one proposed change to the Updated Zoning Fee Schedule which creates a graduated fee for large scale lot splits. This addition was made to correct an existing omission of the application type and corresponding fee on the existing fee schedule, and to be consistent with the zoning fee schedules adopted by Hamilton County. Major lot splits are defined as any lot split that results in 6 or more new lots.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion passed.

d. Motion to Approve 2023 Meeting & Submission Dates for the Zoning Commission

Mr Miller recommended ADOPTION of the Motion.

Rationale: The Board of Trustees annually sets the meeting dates and deadlines for submission for the Zoning Commission.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion passed.



- e. Motion to Approve 2023 Meeting & Submission Dates for the Board of Zoning Appeals

Mr Miller recommended ADOPTION of the Motion.

Rationale: The Board of Trustees annually sets the meeting dates and deadlines for submission for the Board of Zoning Appeals.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

- f. Motion to set a Public Hearing on January 10, 2023 for a Major Amendment to the Final Development Plan for 6401 Colerain Avenue

Mr Miller recommended ADOPTION of the Motion.

Rationale: The Colerain Township Zoning Commission has received a request for a major amendment to the Final Development Plan for 6401 Colerain Avenue. It will subsequently make a recommendation to the Colerain Township Board of Trustees to approve or deny the amendment. The Board of Trustees has final authority to accept the recommendation of the major amendment at a future public hearing.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

Administration

- a. First Reading: Resolution Adopting Gift Policy

A comprehensive, strategic employee recognition program has a transformative power to lift employees – inspiring them to do their best work – which enables leaders to recognize members of their team, peers to recognize one another, as well as cross-team recognition for those who perform above and beyond expectations. Employee recognition is one of the most important factors in driving workplace engagement, productivity, and employee retention. For this purpose, this policy establishes best practices for Colerain Township employees to be recognized for exceptional performance, dedication and other contributions that provide a positive impact to the Township's workplace environment and in our local community.

Ms Mays read the first reading of the resolution.

- b. Motion to Set Organizational Meeting for January 3, 2023 at 6PM at 4200 Springdale Road

Mr McElravy recommended ADOPTION of the Motion.

Rationale: The Board of Trustees are required to meet early in each calendar year to

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have an organizational meeting. The recommendation is to have the meeting on January 3, 2023. The meeting would start with executive session at 6PM followed by the business portion of the meeting at 7PM. Below is a drafted list of dates for Board meetings in 2023 that will be considered at the January 3rd meeting:

- ☐ 1/10/2023
- ☐ 2/14/2023
- ☐ 3/14/2023
- ☐ 4/11/2023
- ☐ 4/25/2023
- ☐ 5/9/2023
- ☐ 5/23/2023
- ☐ 5/29/2023
- ☐ 6/13/2023
- ☐ 6/27/2023
- ☐ 7/11/2023
- ☐ 7/25/2023
- ☐ 8/8/2023
- ☐ 8/22/2023
- ☐ 9/12/2023
- ☐ 9/26/2023
- ☐ 10/10/2023
- ☐ 10/24/2023
- ☐ 11/14/2023
- ☐ 12/12/2023

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

c. Resolution Authorizing the Adoption of Amended Appropriations

Mr McElravy recommended ADOPTION of Resolution #133-22.

Rationale: This Resolution would reduce appropriations in Fund 6001- Self Insurance, from \$2,323,677 to \$2,000,000. This is necessary in order to file the final amended certificate of estimated resources with the County Budget Commission before year-end. The reduction in appropriations will not impact the Township's ability to pay the final 2022 invoices for health, vision, dental, and life insurance.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

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

Resolution passed.

d. Motion Adopting 2023 Strategic Plan and Budget Book



Mr McElravy recommended ADOPTION of the Motion.

Rationale: The 2023 Strategic Plan and Budget focuses on six themes:

- ☐ Continue to Provide High Quality Safety Services
- ☐ Improve the Look of the Township with a Focus on Beautification, Litter, and Dumping
- ☐ Investing in Our Critical Infrastructure, Facilities, Staff, and Other Assets
- ☐ Increase Focus on Economic Development and Township Prosperity
- ☐ Manage the Township's Finances Responsibly While Improving Policies and Processes
- ☐ Continuously Improve the Operations of the Township

The Strategic Plan and Budget is built on the feedback that staff received through a citizen survey, a public engagement session, and individual meetings with each of the Trustees. It is informed by regular and ongoing assessments of our facilities, fleet, roads, and other infrastructure. The total expenses in the 2023 Strategic Plan and Budget are forecasted to be \$48,619,659. The forecast for revenue is \$39,930,480. The budget anticipates spending down fund balance to address critical needs, most notably the \$7.5 million in American Rescue Plan funds that the Township received in 2021 and 2022. It is consistent with Township financial policy regarding the maintenance of fund balances, with two exceptions, both of which are deliberate choices. The first is Police Fund, which is operating in the ninth year of what was modeled to be a five-year levy. The second is the Road and Bridge Fund, which is being utilized to repair and resurface more township roads than would occur in a typical year. Some highlights of the Strategic Plan and Budget:

- ☐ Replacement of Fire Stations 26 and 102. Both stations are obsolete and overdue for replacement. Relocating the stations will allow for faster response times for more of our residents and better distribute the run volume between stations.
- ☐ Funds the Impact Unit in the Police Department.
- ☐ Funds the relocation and expansion of the impound lot.
- ☐ Increases the road repair program by \$2 million.
- ☐ Funds the third phase of Fort Colerain.
- ☐ Continues the sidewalk projects on Colerain, Pippin, and Springdale.
- ☐ Funds the reinvention of the zoning resolution.
- ☐ Implements the rental registration and façade programs.
- ☐ Incorporates new collective bargaining agreements with IAFF and AFSCME and memoranda of understanding with the FOP officers and sergeants. 217 The budget "document" is actually electronic, and designed to be easier to digest than traditional budget books. It is available at <https://www.colerain.org/380/Transparency>.

Motion Mr Unger, Seconded Ms Ulrich

Discussion:

Mr Unger - There's an item in there for debt service. I would like to keep the amount the same as it used to be.

Mr Wahlert - Why would we change the amount?

Mr Unger - That was the amount we used to pay and I'd like to keep it the same.

Mr Wahlert - If we adopt the strategic plan and budget book, we can amend the



amount correct?

Mr McElravy - Yes.

Mr Wahlert - So would it make sense to wait on changing the payment amount.

Mr Unger - That's fine as long as I get a second and we can discuss it.

Mr McElravy - We appreciate the boards interest, but in terms of the debt issuance set to go on Thursday, all of the marketing information is already out to the bond community along with the amortization schedule.

All voted Yes. Motion approved.

e. Resolution Authorizing the Adoption of Temporary Appropriations

Mr McElravy recommended ADOPTION of Resolution #134-22.

Rationale: This Resolution will establish temporary appropriations for 2023, consistent with the priorities and programs set forth in the Strategic Plan and Budget. The next step in the budget process will be to adopt permanent appropriations in March 2023.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

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

Resolution passed.

f. Resolution Adopting Organization Chart, Job Descriptions, and Roster

Mr McElravy recommended ADOPTION of Resolution #135-22.

Rationale: Annually, the Board of Trustees will adopt an updated roster, organizational chart, and set of job descriptions that will align with the Township Strategic Plan and Budget book. This year's organizational chart includes six new positions:

☐ Five additional police officers to fully staff the impact unit

☐ One additional officer to manage the Rental Registration program and to serve as a backup Environmental Crimes Officer.

Job descriptions have been modified to reflect changes in collective bargaining status, to adjust pay bands, and to make minor text edits for positions. Nearly all job descriptions have been updated in some capacity for minor edits.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

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

Resolution passed.

Motion Authorizing Township Administrator to Award Merit Based

- g. Compensation Increases not to Exceed a Total Pool of \$117,822.53 across all Employees

Mr McElravy recommended ADOPTION of the Motion.

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Rationale: Annually, the Board of Trustees will set a pool of dollars aside for merit based increases for all employees not in a Collective Bargaining Agreement. The Administrator will then conduct evaluations of employees and award merit based increases based on the employees prior year performance and their current compensation compared to the market. The \$117,822.53 figure includes all of the associated retirement, Medicare, and workers' compensation costs borne by the employer.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

- h. Motion Authorizing the Township Administrator to Execute a Memorandum of Understanding with the Fraternal Order of Police - Gold Unit

Mr McElravy recommended ADOPTION of the Motion.

Rationale: Over the past year, the Township has seen a higher than usual level of turnover in the police department for police officers. The Township has operated most of the year down 5-10 authorized officer positions. In reviewing comparable collective bargaining agreements with our peers, it was evident that Colerain was significantly behind the curve in compensation. For example, Green Township pays their police officers nearly \$20,000 more than Colerain on day one with their department. This Memorandum of Understanding (MOU) corrects several pay issues and establishes new language in the contract for Fitness for Duty testing, annual medical testing, drug testing, and other changes. Since Sergeant pay is based on officer pay, an MOU was also required with this bargaining unit.

Motion Mr Unger, Seconded Ms Ulrich

No discussion:

All voted Yes. Motion approved.

- i. Motion Authorizing the Township Administrator to Execute a Memorandum of Understanding with the Fraternal Order of Police - Blue Unit

Mr McElravy recommended ADOPTION of the Motion.

Rationale: Over the past year, the Township has seen a higher than usual level of turnover in the police department for police officers. The Township has operated most of the year down 5-10 authorized officer positions. In reviewing comparable collective bargaining agreements with our peers, it was evident that Colerain was significantly behind the curve in compensation. For example, Green Township pays their police officers nearly \$20,000 more than Colerain on day one with their department. This Memorandum of Understanding (MOU) corrects several pay issues and establishes new language in the contract for Fitness for Duty testing, annual medical testing, drug testing, and other changes. Since Sergeant pay is based on officer pay, an MOU was also required with this bargaining unit.

Motion Mr Unger, Seconded Ms Ulrich

No discussion:



All voted Yes. Motion approved.

- j. Motion Authorizing the Township Administrator to Execute and Agreement with the Ohio Plan for Property and Casualty Insurance in the amount of \$304,815

Mr McElravy recommended ADOPTION of the Motion.

Rationale: In December of each year, the Township is required to execute a new agreement for property and casualty insurance. Due to ongoing litigation, the Township has opted to renew the Ohio Plan. If the Township were to select a new plan, they would jeopardize coverage for any existing lawsuits, thereby exposing the Township to potential future costs for defense coverage. The Township is seeing an increase in the overall cost of property and casualty insurance premiums. This is primarily driven by a high loss ratio, as the Township's loss ratio has exceeded 82% in 2022. Inflationary pressures are also contributing to increases in rates. The Township has already started the process of engaging our insurance broker (Hylant) to go out to market for a full bid in 2023. For most years, Hylant will negotiate with several vendors on the Township's behalf to secure the best rate. Given the volatility of the insurance market and the rise in rates, it is prudent for the Township to engage in a full bid review next year. Right now, the Township is a member of an insurance pool, meaning that our risk is spread with all other entities in the pool.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

- k. Motion Authorizing Township Administrator to Execute Bond Purchase Agreement and Related Documents in Substantially the Same Form

Mr McElravy recommended ADOPTION of the Motion.

Rationale: There are several key documents that will need to be executed by the Township to finalize the sale of bonds for Fire Stations 26 and 102. The sale of these bonds is set for December 14, 2022. This action would permit the Township Administrator to sign these documents on behalf of Colerain.

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion:

All voted Yes. Motion approved.

12. Old Business

13. Consent Items

- a. Contract - InfinityHR - Onboarding Set Up - \$0

InfinityHR has agreed to provide contract support for free to the Human Resources Department to help make updates to our onboarding platform.

- b. Contract - SPI - Homicide School Training -\$0



In exchange for utilizing Township facilities, the Township will be provided with free tuition at the SPI Homicide School. This agreement stipulates those terms and conditions. There are no direct costs to Colerain and the Township will save dollars by not having to pay mileage and hotel for employees in the Criminal Investigative Unit to attend.

c. New Hire - Management Analyst Intern - Development - Aaralyn Gross - \$15/hour
The position of Management Analyst Intern was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individual: Aaralyn Gross. The wage for this job is \$15 per hour for up to 40 hours per week. Contingent upon Board approval, they would be eligible to begin work on December 14, 2022.

d. New Hire - Police Officer - Police Department - James Wormald - \$25.48/hour
The position of Police Officer was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individual: James Wormald. The wage for this job is \$25.48 per hour for 40 hours per week. Contingent upon Board approval, he would be eligible to begin work on December 14, 2022.

e. New Hire - Police Officer - Police Department - Travis Studzinski - \$25.48/hour
The position of Police Officer was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individual: Travis Studzinski. The wage for this job is \$25.48 per hour for 40 hours per week. Contingent upon Board approval, he would be eligible to begin work on December 14, 2022.

f. New Hire - Recruit - Department of Fire and EMS - \$14.50 per hour.
The position of Recruit was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individuals:

1. Jason Barrett
2. Christopher Billup
3. Blake Borgman
4. Garrett Bucksath
5. Alexander Getz
6. Jonathan Grant-Elam
7. Christopher Helmers
8. Griffin Kain
9. Alyssa Malone-Ladd
10. Elaina Nadler
11. Nathan Niehaus
12. Nate Schaerer
13. Kyle Shaiper
14. Justin Shanks
15. Hunter Smith



- 16. Jacob Vollmer
- 17. Matthew Wellbrock
- 18. Cody Wright

The wage for this job is \$14.50 per hour for 29 hours per week. Contingent upon Board approval, they would be eligible to begin work on January 9, 2023.

g. New Hire - Part-Time Paramedic - Department of Fire and EMS - \$15.97 per hour. The position of Part-Time Paramedic was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individuals:

- 1. John King: Paramedic Only
- 2. Meghan Ungar: Paramedic Only

The wage for this job is \$15.97 per hour for 29 hours per week. Contingent upon Board approval, they would be eligible to begin work on January 9, 2023.

- h. Promotion - Full-Time Firefighter/EMT - Department of Fire and EMS - Shane McNally - \$18.20 per hour.

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. Shane McNally

The wage for this job is \$18.20 per hour for 53 hours per week. Contingent upon Board approval, Shane would be eligible to begin work on December 26, 2022.

- i. Promotion - Assistant Fire Chief - Department of Fire and EMS - Battalion Chief Shane Packer - \$50.00 per hour.

The recommendation to promote Battalion Chief Shane Packer to Assistant Fire Chief of the department's Operations Bureau is to fill the vacancy created by the retirement of Assistant Chief Greg Brown. Battalion Chief Shane Packer was the successful candidate following an internal and competitive process. Contingent upon the adoption of the motion to promote Battalion Chief Shane Packer, he would assume the role of assistant fire chief at a rate of \$50.00 per hour, effective January 9, 2023. He will be exempt from FLSA.

- j. Donation Acceptance - Administration - BND Asian Plaza

Colerain Township Administration is grateful for a \$260 donation from resident James Gurung, owner of BND Asian Plaza at 3091 W. Galbraith in appreciation for all of the hard work our Township does every day.

- k. Donation Acceptance - Department of Fire and EMS - Cincinnati Moose Lodge #2 - \$4,667.75

Colerain Township Department of Fire and EMS is grateful for a \$4,667.75 donation from Cincinnati Moose Lodge #2.

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1. Donation Acceptance - Police Department - Cincinnati Moose Lodge #2 - \$4,667.75
Colerain Township Police Department is grateful for a \$4,667.75 donation from Cincinnati Moose Lodge #2.

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

Motion to add the check from Mr Reifenberger, Mr Unger
Mr Wahlert - That's complicated because the check is turned over to Shriners Hospital.
Motion dies from lack of second.

14. Fiscal Office Report

The November financial report was completed and put on line before mid December. I very much appreciate the work by Mr McElravy, Karen Smith and the entire finance team on your accomplishments. Also, our Moody's rating was a AA2 which as high score as a township our size can receive. And Merry Christmas.

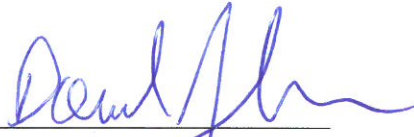
15. Executive Session – if needed

Not needed.

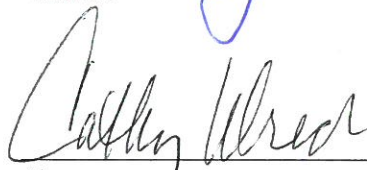
16. Adjournment

Motion to adjourn Mr Unger, Seconded Ms Ulrich
All voted Yes. Meeting adjourned at 9:53pm.


Fiscal Officer


Trustee


Trustee


Trustee