

TRUSTEES

Cathy Ulrich
Daniel Unger
Matt Wahlert

FISCAL OFFICER

Jeffrey D. Baker

ADMINISTRATOR

Jeff Weckbach

Regular Meeting of the Board of Trustees - May 23, 2023

1. **Opening of Meeting**
2. **Executive Session 6PM**
3. **Pledge of Allegiance 7PM**
4. **Meditation (Moment of Silence)**
5. **Approval of Minutes**
6. **Presentations**
 - a. Recognition of Class 3 of the Township Academy
 - b. Presentation by Dana Gagnon from Waycross on Summer Teen Film Camp
7. **Public Input**
 - a. Public Input: Police Forecast and Levy
8. **Citizens Address**
9. **Administrative Reports**
10. **Trustees' Report**
11. **New Business**
 - Public Safety**
 - a. Resolution Declaring Nuisance and Ordering Abatement
 - b. Resolution Declaring a Junk Motor Vehicle - 10141 Menominee Dr - 1 of 1
 - c. Motion to Authorize the Township Administrator to Enter Into an Agreement with Northwest Local School District
 - Public Services**
 - Development**
 - Administration**
 - a. Resolution Approving the Update of the Hamilton County Solid Waste District Management Plan
 - b. Motion to Accept Community Development Block Grant Update
 - c. Resolution Of Necessity For Levying A Tax Exceeding Ten-Mill Limitation For The Police Department Of The Township
 - d. Motion to Set a Public Hearing - 2024 Tax Budget
12. **Old Business**



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13. Consent Items

- a. Contract - Pippin Road Sidewalk Project PID 113713 - \$3,572.00
- b. Contract - Martin Kohler - Training Services - Not to Exceed \$10,000
- c. Contract - First Arriving - Police Internal Communications Software - \$6,136 - Annual Subscription
- d. Contract - KZF - Bus Stop Construction Administration - \$9,500
- e. New Hire - Fleet Mechanic Co-op - Department of Fire and EMS - Brookelynn Mather - \$12.36 per hour
- f. New Hire - Planner - Development Department - David Peters & Justin Becker - \$26.45 per hour
- g. New Hire - Part-time Firefighter/EMT - Department of Fire and EMS - Michael Tucker, Aaron Williams, Thomas Vickers, and Alex Pietrandrea - \$16.99 per hour
- h. New Hire - Seasonal Fire Hydrant Maintenance Worker - Department of Fire and EMS - Luke Fulmer, David Spencer, and Dylan Ayers - \$16.00 per hour
- i. New Hire - Police Officer - Police Department - Christopher Thomas - \$40.38/hour

14. Fiscal Office Report

15. Executive Session – if needed

16. Adjournment

PRESENTATIONS

Department: Administration

Department Director: Geoff Milz, Administrator

Strategic Plan Goal: Strategic Goal #4: Continuously Improve the Operations of the Township

Recognition of Class 3 of the Township Academy

No action is requested of the Board.

Rationale:

This was the third year of the Township Academy. Participants spent time with each Department, learning about the daily activities and tasks required to keep the Township operating. Participants from this class include:

- Dale Beck
- Monica Grosser
- Carl Hauser
- Kim Merz
- Kofi Nevis
- Gail Nolte
- Chales Swigert
- Ross Swigert
- Roz Swigert
- Matt Tietzsort
- Ellen Westfall
- Thomas J. Westfall

We want to thank our participants for spending their past several Wednesday evenings with us!

PRESENTATIONS

Department: Administration
Department Director: Jeff Weckbach, Township Administrator

Strategic Plan
Goal:

Presentation by Dana Gagnon from Waycross on Summer Teen Film Camp
No action is requested of the Board.

Rationale:

Dana Gagnon from Waycross will provide a presentation on their Summer Teen Film Camp.

PUBLIC SAFETY

Department: Police

Department Director: Ed Cordie, Police Chief

Strategic Plan Goal: Strategic Goal #2: Improve the Look of the Township with a Focus on Beautification, Litter, & Dumping

Resolution Declaring Nuisance and Ordering Abatement
Recommend ADOPTION of the Resolution.

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

2973 Aries Ct.	510-0054-0069-00
9024 Colerain Ave.	510-0104-0111-00
11525 Colerain Ave.	510-0270-0140-00
9101 Coogan Dr.	510-0053-0047-00
3123 Elkhorn Dr.	510-0052-0466-00
2579 Grant Ave.	510-0031-0086-00
9730 Sacramento St.	510-0051-0121-00
9739 Sacramento St.	510-0051-0125-00

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.

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at 7:00 p.m., on the ____ day of _____, 202_, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Ms. Cathy Ulrich, Mr. Dan Unger, and Matthew Wahlert

Trustee _____ 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>
2973 Aries Ct.	510-0054-0069-00
9024 Colerain Ave.	510-0104-0111-00
11525 Colerain Ave.	510-0270-0140-00
9101 Coogan Dr.	510-0053-0047-00
3123 Elkhorn Dr.	510-0052-0466-00
2579 Grant Ave.	510-0031-0086-00
9730 Sacramento St.	510-0051-0121-00
9739 Sacramento St.	510-0051-0125-00

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.

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.

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

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

ADOPTED this ____ day of _____, 202_.

BOARD OF TRUSTEES:

Cathy Ulrich, Trustee

Dan Unger, Trustee

Matthew Wahlert, Trustee

ATTEST:

Jeff Baker,
Colerain Township Fiscal Officer

Resolution prepared by and approved as to form:

Scott A. Sollmann (0081467)
Colerain Township 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 _____, 202_.

Jeff Baker
Colerain Township Fiscal Officer

PUBLIC SAFETY

Department: Police

Department Director: Ed Cordie, Police Chief

Strategic Plan Goal: Strategic Goal #2: Improve the Look of the Township with a Focus on Beautification, Litter, & Dumping

Resolution Declaring a Junk Motor Vehicle - 10141 Menominee Dr - 1 of 1

Recommend ADOPTION of the Resolution.

Rationale:

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

10141 Menominee Drive

1. (N/A) N/A, 2014, BLUE, MAZDA, 6
2. (OH) K955910, 2008, WHITE, HONDA, ACCORD

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at **7:00** p.m., on the ____ day of _____, 202_ at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Ms. Cathy Ulrich, Mr. Dan Unger, and Matthew Wahlert

Trustee _____ introduced the following resolution and moved its adoption:

RESOLUTION NO.: _____

**RESOLUTION DECLARING VEHICLE LOCATED AT 10141 Menominee Dr.
Cincinnati, OH 45251 – Parcel ID 510-0041-0436-00
AS A JUNK MOTOR VEHICLE AND CAUSING FOR THE REMOVAL PURSUANT
TO COLERAIN TOWNSHIP RESOLUTION NO. 36-21**

WHEREAS, pursuant to Ohio Revised Code § 505.871, the Colerain Township Board of Trustees has authority to determine that a motor vehicle, on either public and private property, is a junk motor vehicle as defined in Ohio Revised Code § 505.173, and has the authority to have that vehicle removed from the property; and,

WHEREAS, the Colerain Township Board of Trustees adopted Resolution 36-21, on May 11, 2021, adopting the procedures of Ohio Revised Code § 505.871, to facilitate to the removal of a growing number of junk vehicles throughout the Township, and worked to preserve property values, public health, safety, and morals by eliminating the detrimental effects of junk vehicles; and,

WHEREAS, the Board of Trustees has knowledge of a junk motor vehicle located at **10141 Menominee Dr. Cincinnati, OH 45251 – Parcel ID 510-0041-0436-00**

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

1. The Board declares the junk motor vehicle located at **10141 Menominee Dr. Cincinnati, OH 45251 – Parcel ID 510-0041-0436-00** to be inoperable, extensively damages, and at least three model years old:
 - A. **(N/A) N/A, 2014, BLUE, MAZDA, 6**
 - B. **(OH) K955910, 2008, WHITE, HONDA, ACCORD**
2. The Board shall provide for the removal of said junk motor vehicle from the above listed property, not sooner than fourteen (14) days after the Board serves written notice of its intention to remove or cause the removal of the vehicle on the owner of the land and any holders of liens of record on the land.

3. The written notice shall contain the following information:
 - a. A general description of the vehicle to be removed;
 - b. A statement the Board has determined that the vehicle is a junk motor vehicle.
 - c. A statement that if the owner of the land fails to remove the vehicle within fourteen days after service of the notice, the board may remove or cause the removal of the vehicle.
 - d. A statement that any expenses and/or costs the board incurs in removing or causing the removal of the vehicle may be entered upon the tax duplicate and become a lien upon the land from the date of entry.
 - e. A copy of this resolution.
4. The Board shall serve the notice on the property owner, pursuant to the procedure in Colerain Township Resolution 36-21, that a junk vehicle exists on the property and Colerain Township intends to remove, or cause the removal, of the junk motor vehicle.
5. The Board may utilize any lawful means to collect the expenses incurred in removing or causing to removal of the junk motor vehicle as determined by Colerain Township Resolution 36-21.
6. 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 meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code.
7. 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.
8. This resolution shall take effect at the earliest period allowed by law.

Trustee _____ 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 _____ and Mr. Wahlert _____

ADOPTED this _____ day of _____, 202_.

BOARD OF TRUSTEES:

Cathy Ulrich, Trustee

Dan Unger, Trustee

Matthew Wahlert, Trustee

ATTEST:

Jeff Baker
Colerain Township Fiscal Officer

Resolution prepared by and approved as to form:

Scott A. Sollmann (0081467)
Colerain Township 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 _____, 202_.

Jeff Baker
Colerain Township Fiscal Officer

PUBLIC SAFETY

Department: Police

Department Director: Ed Cordie, Police Chief

Strategic Plan Goal: Strategic Goal #1: Continue to Provide High Quality Safety Services

Motion to Authorize the Township Administrator to Enter Into an Agreement with Northwest Local School District
Recommend ADOPTION of the Motion.

Rationale:

The current contact with Northwest Local School District (NWLSO) is set to end June 2023. This new agreement will allow the Police Department and NWLSO to continue their partnership in providing safety to the district. This agreement will continue to provide a School Safety Sergeant, a School Investigator, two School Resource Officers, and three School Safety Officers to the district. It will also add two additional School Resource Officers and two additional School Safety Officers to the district, bringing the total number of employees covered under this agreement to eleven.

SCHOOL RESOURCE OFFICER AGREEMENT

This Agreement entered into this ____ day of _____ 2023, by and between **COLERAIN TOWNSHIP, OHIO**, an Ohio township (“Township”), and the **BOARD OF EDUCATION OF THE NORTHWEST LOCAL SCHOOL DISTRICT** (“Board”).

1. The Township agrees to provide a school safety sergeant, school safety investigator, school resource officers, and school safety officers to the Board to provide safety and security to the Board’s schools. The number of officers to be supplied is included in Addendum 2.
2. The duties of the school safety sergeant, school safety investigator, school resource officers, and school safety officers shall be as described in the official job descriptions.

- a. All the contracted officers’ primary assignment during the school year shall be to the Board, unless an immediate need for them to respond as a police officer is identified on behalf of the community or Colerain Township Police Department
- b. The Township shall cause the officers and equipment hereby under contract will, at all times, be under the direct supervision and control of the Colerain Police Department (to perform those tasks and duties set out in the job description for the positions) and of the Chief of Police of Colerain Township, and subject to the rules, regulations, and policies of the Colerain Township Police Department, and the laws of the State of Ohio and the United States Government.

The officers shall also be supervised by the school Superintendent, or a designee, when serving in the capacity and performing duties as the school resource officer; however, the school resource officers’ primary supervisor shall always be the Chief of Police of Colerain Township or his/her designee.

- c. The officers will extend cooperation to the administrators as a security and educational resource person in law enforcement topics, and in cooperation with school personnel.
3. The Board and the Township agree to the following financial and placement arrangement:
 - a. The placement of the school resource officers pursuant to the terms of this Agreement shall be made by the mutual agreement of the Board and the Township, or their respective designees. This includes location for the placement of the Township Personnel as well as the days and hours to be worked by the Township Personnel.
 - b. In the event an assigned school resource officer is sick, in required training, or otherwise off work for more than two consecutive working days, a replacement officer shall be assigned by the Township at the same rate of pay as the normally assigned officer, regardless of the replacement officer’s current rate of pay. The Township will make an effort to provide a substitute school resource officer for

absences with fewer than two consecutive working days notice; however, the Board understands that a substitute may not always be available and that the availability of depends on the specific needs of the Colerain Township Police Department, which needs shall be determined by the Chief of Police.

4. The Board agrees to pay the Township as defined in Addendum 1
 - a. The Township shall provide an invoice for the cost of the officers monthly to the Board. The invoices will be sent to Northwest Local School District, Attn: Treasurer, 3240 Banning Road, Cincinnati, Ohio, 45239 or such other address as provided by the Board.
 - b. The Board will make such payment to the Township within thirty days of receipt of an invoice.
5. The term of this Agreement commences on June 15, 2023 and shall end on June 14, 2026. The parties must agree to any subsequent renewal in writing.
 - a. This agreement may be terminated by either party upon providing thirty (30) days prior written notice to the other party. Changes, including the addition or subtraction of provided officers, to this agreement may be made by either party upon providing thirty (30) days prior written notice to the other party.
6. Should state, federal, or other grants or funds become available to pay all or a portion of the costs of the officers, the Board and Township agree to cooperate as follows:
 - a. Both the Board and Township must agree to the conditions of the grant or other funding source, even if only one of the parties is required to make a formal application for said grants or funds.
 - b. The proceeds of all grants or other funding sources shall be utilized by the Board and Township equally to reduce the costs incurred by both parties.
7. Independent Contractor:

The Township, through its Police Department, agree to perform all services pursuant to this Agreement as an independent contractor, and further agree to provide employment-related benefits to any employee covered by this Agreement. In the event that any benefits or withholdings are later required by operation of law, or later determined to be required, the Township agrees that the cost of amount of such benefits or withholdings may be deducted from the future amount payable pursuant to this agreement as contract payments as made to the Township, or if there is no unpaid balance on this agreement or such balance is insufficient, the difference shall be reimbursed to the Board by the Township within ten (10) days following receipt of an invoice therefore.

8. Liability Insurance:

The Township shall maintain public liability insurance which shall cover the duties performed by the school resource officer and which shall name the Board as an additional insured. Such coverage shall be written as a primary policy, which does not contribute to and is not in excess of coverage, which the Board may carry. The Board will also maintain public liability insurance, which will cover the school resource officer's duties and responsibilities and will also name the Township as an additional insured on said policy. Each party hereby waives its rights against the other with respect to losses insured against by such party under this paragraph. The policies required to be carried under this paragraph shall provide for waivers of any right of subrogation that the insurer of such party may acquire against the other party hereto with respect to any such losses.

9. Equipment and Facility:

The Township shall be responsible for ensuring proper maintenance of all uniforms and equipment necessary for the school resource officer to perform his/her duties as a police officer. The Board shall provide the school resource officer with sufficient space to prepare reports, meet with students, staff, etc. The Board shall also provide a school radio and/or cellular phone to the school resource officer when he/she is on duty on school grounds.

10. The Township shall cause all records of performance of services to be maintained by the Colerain Police Department, which shall also conduct quarterly, and yearly evaluations of the officers assigned to the Board. The Township shall cause Colerain Township Police Department supervisors to seek input from Northwest Local School District personnel while preparing these reviews.

11. The employment rights, promotional opportunities, training opportunities, and fringe benefits of the employee assigned to these positions under this contractual agreement shall not be limited based upon the employee's participation in this contractual agreement.

12. Notwithstanding anything herein to the contrary, the Board shall have the right to suspend the services of one or more officers during any period when the schools are unable to hold classes due to governmental restrictions and/or orders. Such suspension shall only be effective upon the Board providing written notice to the Township and shall only continue during the period that the Board is unable to hold classes.

13. Either party may request a meeting to review or revise this Agreement, if needed. This agreement may only be amended by the written agreement of both parties.

WITNESS the signature of the parties aforesaid, this ____ day of ____ 2023.

NORTHWEST LOCAL SCHOOL DISTRICT

By: _____
Amy M. Wells, CFO/ Treasurer Date

By: _____
Nicole Taulbee, Board President Date

COLERAIN TOWNSHIP, OHIO

By: _____
Jeff Weckbach, Township Administrator Date

Approved as to Form

By: _____
Scott A. Sollmann, Township Law Director Date

Addendum 1

Cost of Officers

June 15, 2023 – June 14, 2024

Police Sergeant serving as District Safety and Security Coordinator: \$122,647.08

School Resource Officer: \$108,671.77

District Truancy Investigator: \$108,671.77

School Safety Officer: \$65,688.00

June 15, 2024 – June 14, 2025

Police Sergeant serving as District Safety and Security Coordinator: \$127,686.06

School Resource Officer: \$113,032.84

District Truancy Investigator: \$113,032.84

School Safety Officer: \$69,441.60

June 15, 2025 – June 14, 2026

Police Sergeant serving as District Safety and Security Coordinator: \$132,997.85

School Resource Officer: \$117,611.97

District Truancy Investigator: \$117,611.97

School Safety Officer: \$73,195.20

Addendum 2

Staffing Levels

June 15, 2023 – June 14, 2024

- __1__ Police Sergeant serving as District Safety and Security Coordinator
- __4__ School Resource Officer
- __1__ District Truancy Investigator
- __5__ School Safety Officer

June 15, 2024 – June 14, 2025

- __1__ Police Sergeant serving as District Safety and Security Coordinator
- __4__ School Resource Officer
- __1__ District Truancy Investigator
- __5__ School Safety Officer

June 15, 2025 – June 14, 2026

- __1__ Police Sergeant serving as District Safety and Security Coordinator
- __4__ School Resource Officer
- __1__ District Truancy Investigator
- __5__ School Safety Officer

ADMINISTRATION

Department: Administration
Department Director: Jeff Weckbach, Township Administrator

Strategic Plan
Goal:

Resolution Approving the Update of the Hamilton County Solid Waste District Management Plan
Recommend ADOPTION of the Resolution.

Rationale:

A notice from Hamilton County R3Source regarding a request for action to be taken on a new Solid Waste Plan was received by Township Administrator Weckbach on May 4th. The Township is required to take action on the plan and its changes within 90 days of receipt of the notice.

Under the Plan, disposal fees will remain stable, at \$1/\$2/\$1 (\$1/ton for in-district waste, \$2/ton for out-of-district waste, \$1/ton for out-of-State waste). The Plan outlines a budget contingency should annual revenues fall below or above projections and a feasibility study of having a large regional organics (yard and food waste) processing facility. Should that study result in a need to increase fees, that increase would require ratification by Hamilton County communities separate from this vote.

The highlights of the plan update can be found here:

<https://hamiltoncountyr3source.org/DocumentCenter/View/773/Highlight-Packet---Plan-Update>

The fully updated plan can be viewed here:

https://www.hamiltoncountyr3source.org/DocumentCenter/View/642/Hamilton_County_Solid_Waste_Management_Plan_Update_2024-2038

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at _____ p.m., on the _____ day of May, 2023, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Cathy Ulrich, Dan Unger, Matthew Wahlert

Trustee _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION APPROVING THE UPDATE OF THE SOLID WASTE MANAGEMENT PLAN OF THE HAMILTON COUNTY SOLID WASTE MANAGEMENT DISTRICT

WHEREAS, pursuant to the provisions of Chapter 3734, Ohio Revised Code (the “Act”), the Hamilton County Solid Waste Policy Committee (the “Policy Committee”) has adopted an update of the Hamilton County Solid Waste Plan (the “Plan Update”) for the Hamilton County Solid Waste Management District (“the solid waste district”); and;

WHEREAS, pursuant to the Act, the Board of County Commissioners and the legislative authority of each municipal corporation or township within the solid waste district, must approve or disapprove the Plan Update by ordinance or resolution; and;

WHEREAS, Colerain Township has reviewed the Plan Update and has determined that the Plan Update is in the best interests Colerain Township and Hamilton County.

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

1. Approval of the Plan Update. The Board hereby approves the Hamilton County Solid Waste Plan Update; and
2. 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
3. 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.
4. That this Resolution shall be effective at the earliest date allowed by law.

Trustee _____ 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 May, 2023.

BOARD OF TRUSTEES:

Cathy Ulrich, Trustee

Dan Unger, Trustee

Matthew Wahlert, Trustee

ATTEST:

Jeffrey Baker,
Colerain Township Fiscal Officer

Resolution prepared by and approved as to form:

Scott Sollmann (0081467)
Colerain Township Law Director
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 ____ day of May, 2023.

Jeffrey Baker
Colerain Township Fiscal Officer

ADMINISTRATION

Department: Administration

Department Director: Jeff Weckbach, Township Administrator

Strategic Plan Goal: Strategic Goal #2: Improve the Look of the Township with a Focus on Beautification, Litter, & Dumping
Strategic Goal #3: Manage the Township's Finances Responsibly While Improving Financial Policies and Processes
Strategic Goal #5: Invest in our Critical Infrastructures, Facilities, Staff, and Other Assets
Strategic Goal #6: Increase Focus on Economic Development and Township Prosperity

Motion to Accept Community Development Block Grant Update

Recommend ADOPTION of the Motion.

Rationale:

The Township proposes to modify its three-year Community Development Block Grant (CDBG) projects as funded by Hamilton County, Ohio. A public hearing was held May 23rd, at 7PM, at 4200 Springdale Road, Cincinnati, OH 45251.

Of the money previously awarded for Community Development Block Grant funding, the Township is proposing the following changes:

Increases:

\$73,600: Playground installation at Skyline Park

\$55,000: Facade Improvement Program

Decreases:

\$55,000: Sidewalk Repair program

\$60,000: Tree plantings

\$13,600: Groesbeck Strategic Plan Balance

ADMINISTRATION

Department: Administration

Department Director: Geoff Milz, Administrator

Strategic Plan Goal: Strategic Goal #1: Continue to Provide High Quality Safety Services

Resolution Of Necessity For Levying A Tax Exceeding Ten-Mill Limitation For The Police Department Of The Township

Recommend ADOPTION of the Resolution.

Rationale:

This resolution would direct the Township Administrator to request the County Auditor to certify rates for a levy in excess of the ten-mill limitation at a millage to be determined by the Trustees. This resolution is for 3.0 mills as indicated by Trustee Unger at the 5/9/23 Board of Trustee meeting.

If the Board selects a funding scenario in which a property tax levy increase is warranted, the rates of the levy must be certified by the Hamilton County Auditor. before it can be placed on the ballot in November. This Resolution would request that the Auditor to certify the levy rates. Formal action will need to be taken on this or a similar resolution by the June 13th Board of Trustees meeting.

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at 6:00 p.m., on the 23rd day of May, 2023, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Cathy Ulrich, Dan Unger, and Matthew Wahlert

Trustee _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____-23

RESOLUTION OF NECESSITY FOR LEVYING AN ADDITIONAL TAX EXCEEDING TEN-MILL LIMITATION FOR THE POLICE DEPARTMENT OF THE TOWNSHIP

WHEREAS, the amount of taxes which may be raised within the ten-mill limitation will be insufficient to provide an adequate amount for the necessary requirements of Colerain Township, Hamilton County, Ohio; and

WHEREAS, police services are of utmost importance to the health, safety and welfare of the Township and its residents; and

WHEREAS, a resolution declaring the necessity of levying a tax under Ohio Revised Code 5705.19 outside the ten-mill limitation must, pursuant to Ohio Revised Code 5705.03(B)(1), be passed and certified to the county auditor of Hamilton County in order to permit the Board of Trustees to consider the levy of such a tax and must request that the county auditor certify to the Board of Trustees the total current tax valuation of Colerain Township and the dollar amount of revenue that would be generated by the tax; and

WHEREAS, Ohio Revised Code 5705.19(J) provides that a taxing authority such as a political subdivision as Colerain Township may levy a continuing tax for the purpose of providing and maintaining motor vehicles, communications, other equipment, buildings, and sites for such buildings used directly in the operation of a police department, for the payment of salaries of permanent or part-time police, communications, or administrative personnel to operate the same, including the payment of any employer contributions required for such personnel under section 145.48 or 742.33 of the Revised Code, for the payment of the costs incurred by townships as a result of contracts made with other political subdivisions in order to obtain police protection, for the provision of ambulance or emergency medical services operated by a police department, or for the payment of other related costs; and

WHEREAS, the Board of Trustees of Colerain Township, Ohio find it necessary to put this new additional levy on the ballot on November 7, 2023 for the 3.00 mills that will last for a continuing period of time as allowed pursuant to Ohio Revised Code 5705.19(3)(a) beginning January 1, 2023; and

WHEREAS, the aforementioned new additional levy would be levied and collected upon the entire territory of Colerain Township, Ohio for a continuing period of time as allowed pursuant to Ohio Revised Code 5705.19(3)(a) beginning January 1, 2023; and

WHEREAS, the entire territory of Colerain Township, Ohio upon which the aforementioned new additional levy would affect exists only within Hamilton County, Ohio; and

WHEREAS, the proposed levy would first be placed upon the tax list and duplicate for the year 2023 for collection in the year 2024 if a majority of the electors voting thereon vote in favor of the levy.

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 that it is necessary to levy a new additional tax in excess of the ten-mill limitation for the health, safety and welfare of the City of Mt. Healthy and its residents and for the purpose of police services pursuant to 5705.19(J), at a rate of three mills for each one dollar of valuation, which amounts to thirty cents (\$.300) for each one hundred dollars (\$100.00) of tax valuation of the taxable property within the entire territory of Colerain Township which only has territory in Hamilton County, Ohio.2. The Colerain Township Board of Trustees hereby orders that the levy shall be placed upon the current tax list commencing January 1, 2023, first due in calendar year 2024, and last for a continuing period pursuant to Revised Code Section 5705.19(3)(a) on the entire territory of Colerain Township (all of which exists within Hamilton County), if a majority of the electors voting thereon vote in favor thereof.
2. The proposed tax is an additional levy. The additional tax levy is authorized by the provisions of Ohio Revised Code Section 5705.19(I) and would be levied upon the entire territory (both incorporated and unincorporated areas) of Colerain Township, Hamilton County, Ohio.
3. The proposed additional tax levy shall be placed upon the tax list and duplicate of 2023 for collection in 2024, if a majority of the electors voting thereon vote in favor thereof; and
4. That the Clerk is hereby directed to certify a copy of this Resolution to the Hamilton County Auditor. The Board of Trustees hereby requests that the County Auditor certify to this Board of Trustees the total current tax valuation of Colerain Township and the dollar amount of revenue that would be generated by the tax levy if approved by the electors.
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.

7. That this Resolution shall be effective at the earliest date allowed by law.

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

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

ADOPTED this **23rd** day of May, 2023.

BOARD OF TRUSTEES:

Cathy Ulrich, Trustee

Dan Unger, Trustee

Matthew Wahlert, Trustee

ATTEST:

Jeff Baker,
Fiscal Officer

Resolution prepared by and approved as to form:

Scott Sollmann
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 **23rd** day of May, 2023.

Jeff Baker
Colerain Township Fiscal Officer

ADMINISTRATION

Department: Administration

Department Director: Jeff McElravy, Assistant Administrator

Strategic Plan Goal: Strategic Goal #3: Manage the Township's Finances Responsibly While Improving Financial Policies and Processes

Motion to Set a Public Hearing - 2024 Tax Budget

Recommend ADOPTION of the Motion.

Rationale:

The first step in the 2024 budget process is the adoption of the tentative tax budget, which is an estimate of the resources that will be available for the 2024 Strategic Plan and Budget. It is due to the county auditor on July 20, 2023.

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 June 13, 2023 meeting, it would provide ample time for staff to submit the tentative tax budget to the county auditor.

CONSENT ITEMS

Department:	Public Services
Department Director:	Tiphonie Mays, Assistant Administrator
Strategic Plan Goal:	Strategic Goal #5: Invest in our Critical Infrastructures, Facilities, Staff, and Other Assets

Contract - Pippin Road Sidewalk Project PID 113713 - \$3,572.00
Recommend approval of all consent items.

Rationale:
During the Right of Way negotiations with the property owners for the Pippin Road Sidewalk project, the owners of Parcel 13 T were offered a Fair Market Value Estimate (F.M.V.E.) of \$1,772.00 for the Temporary Easement. The property owners previously prepared a counteroffer of \$9,572.00, but decided to hold off on submitting the counteroffer until after the engineers clarified the scope of the driveway and parking pad reconstruction. Now that the owners are clear on the reconstruction, they are presenting a much lower counteroffer of \$3,572.00. This is \$1,800.00 over F.M.V.E. The additional compensation is to complete the remainder of the parking pad and resolve any runoff water or erosion issues that occur as a result of the reconstructed driveway. They have presented support which includes two quotes from paving companies to assist in determining the cost of finishing the parking pad. The Township's real estate consultant, O.R. Colan, is recommending that Colerain Township accept the counteroffer of \$3,572.00 as this is considered nominal. Should this parcel go to appropriation, the cost for an appraisal update, trial preparation, filing fees, and court costs as well as the possibility of an adverse jury verdict may well exceed the additional \$1,800.00 the property owner is seeking. After consideration of these factors, the increase of \$1,800.00 for the administrative settlement is minimal and likely considerably less than an appropriation action. Therefore, the counteroffer for settlement purposes is considered cost effective and in the best interest of the public for acquiring this parcel.

ACTION REQUEST

Colerain Township
CONSULTANT FORM

CRS: HAM CR90-3.89

PAR 13 T

PID: 113713

☐ Update Title

☐ Order Second Appraisal

☐ Takes Staked

☒ Administrative Review

☐ Administrative Settlement

☐ Waiver of Mortgage Release

☐ Other _____

Offer \$1,772.00

Counter Offer \$3,572.00

Difference \$1,800.00

☒ Notes, VA, or RE22 Attached

Agent Comments

The owners of Parcel 13 T were offered F.M.V.E of \$1,772.00 for the Temporary Easement.

The property owners previously prepared a counteroffer of \$9,572.00, but decided to hold off on submitting the counteroffer until after the engineers clarified the scope of the driveway and parking pad reconstruction. Now that the owners are clear on the reconstruction, they are presenting a much lower counteroffer of \$3,572.00. This is \$1,800.00 over F.M.V.E. The additional compensation is to complete the remainder of the parking pad and resolve any runoff water or erosion issues that occur as a result of the reconstructed driveway. They have presented support which includes two quotes from paving companies to assist in determining the cost of finishing the parking pad.

We recommend that Colerain Township accept the counteroffer of \$3,572.00 as this is considered nominal. Should this parcel go to appropriation, the cost for an appraisal update, trial preparation, filing fees, and court costs as well as the possibility of an adverse jury verdict may well exceed the additional \$1,800.00 the property owner is seeking. After the consideration of these factors, the increase of \$1,800.00 for the administrative settlement is minimal and likely considerably less than an appropriation action. Therefore, the counteroffer for settlement purposes is considered cost effective and in the best interest of the public for acquiring this parcel.

Natasha King

5/4/2023

Natasha King, Agent

Date

☐ Recommended Approval

☐ Recommended Disapproval

RSM Comments

Tiphanie Mays, CPRP, Assistant Township Administrator

Date

REA Comments

Suzanne E. Enders, District Real Estate Engineer

Date

CONSENT ITEMS

Department:	Administration
Department Director:	Jeff Weckbach, Township Administrator
Strategic Plan Goal:	Strategic Goal #4: Continuously Improve the Operations of the Township Strategic Goal #6: Increase Focus on Economic Development and Township Prosperity

Contract - Martin Kohler - Training Services - Not to Exceed \$10,000
Recommend approval of all consent items.

Rationale:
The attached professional services agreement with Martin Kohler will provide the newly hired planning staff with a dedicated person to help train them on day to day zoning review and permit approval processes. With the current volume of permits, it is critical to have someone dedicated to helping get the newly hired staff up to speed as quickly as possible without impacting the operations ability to continue to process routine permits.

Mr. Kohler was a former planning and zoning staff member of Colerain Township and has agreed to provide training on a limited basis throughout the month of June 2023.

Professional Services Agreement

Colerain Township Consultant

This agreement is made and entered into this 16th day of May, 2023, by and between **Colerain Township, Hamilton County, Ohio**, 4200 Springdale Road, Cincinnati, OH 45251, and Martin Kohler, hereinafter referred to as "Contractor".

TERM

1.01 This agreement will be effective on execution by both parties. The term of this agreement will be from June 5, 2023 to June 30, 2023.

SERVICES

2.01 The Contractor will provide training services to the newly hired Planners and staff of the development department. The Contractor will provide the Planners with the information to understand, review, interpret, and apply the Colerain Township Zoning Resolution. The Contractor will also provide training on plan review, intake of permits, board packet preparation, systems, and other zoning related functions.

COMPENSATION

3.01 The Contractor shall receive compensation of \$45.00 per hour as approved by the Township Administrator.

3.02 The Contractor shall furnish the Township with a W-9, completed with relevant and correct tax payer identification information to facilitate payment.

3.03 The Contractor hereby acknowledges that he is to an independent contractor and shall receive no benefits generally afforded to Colerain Township employees. In addition, Contractor is solely liable for the payment of all Federal, State, and Local income taxes or other taxes arising out of this contract.

3.04 Contractor acknowledges and agrees to abide by all Federal, State, and/or local criminal or civil laws, statutes, or requirements throughout the duration of this agreement, and failure to do so may result in immediate termination of this agreement, and the pursuit of any other remedy available, whether in law or in equity by the Township.

3.05 Contractor agrees to indemnify and hold the Township harmless as a result of any claims arising from or related to his performance of any duties related to this agreement.

3.06 Total compensation shall not exceed \$10,000.00 without the approval of the Colerain Township Trustees.

TERMINATION

4.01 This contract may be terminated by either party, with or without cause, at any time, without prior notice. In the event of termination, the terminating party shall notify the other party, in writing, of their intent to cancel said agreement, with said cancellation affective immediately upon issuance of the same.

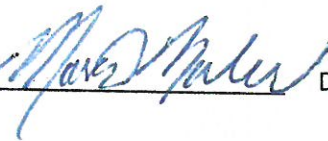
IN WITNESS WHEREOF, the parties agree to the terms and conditions set forth herein up the date as indicated.

COLERAIN TOWNSHIP

HAMILTON COUNTY, OHIO

By:  Date: 5-16-23

MARTIN KOHLER

By:  Date: 5-15-23

CONSENT ITEMS

Department: Administration
Department Director: Ed Cordie, Police Chief

Strategic Plan Goal: Strategic Goal #1: Continue to Provide High Quality Safety Services

Contract - First Arriving - Police Internal Communications Software - \$6,136 - Annual Subscription
Recommend approval of all consent items.

Rationale:
The attached agreement with First Arriving will provide the police department with an internal communication system for incidents similar to the system used by the Fire Department. The total cost of this subscription is \$6,136.

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NEWS

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DEPARTMENT NEWS

Monthly Membership Meeting

Monday, June 1 @ 1900, Station 2 Hall
3 days ago by Fire Chief

Board of Directors Meeting

Tuesday, July 2 @ 1800, Station 3
Training Room
3 days ago by Lt. Thomas

Fire Department
John Smith Middle School, July 7 @
Smith's Class
3 days ago by Capt. Rays

CPR Class

Sunday, June 2 @ 1000, Station 2
Training Room
3 days ago by Mark Smith

New Member Orientation
Wednesday, June 8 @ 1800, Station 1
Main Entry



APPARATUS MA

Unit	Status
UTILITY 20	OOS
ADMIN CAR	OOS
CHIEF 200	OOS
SQUAD 20	In Service
TRUCK 20	In Service
ENGINE 20	In Service
MEDIC 20	In Service
CHIEF 1	In Service
CHIEF 300	In Service

HYDRANTS OOS

Winton Road just North of S

OOS and bagged

2 months ago

Rose and Southland

Created by:
Tracy Blankenship
Apr 18, 2023
Repair Pending Tuesday
a year ago

First Arriving Digital Dashboard Proposal

Prepared for:
Colerain Township (OH) Police Department



Every First Arriving Dashboard Includes...

Rapid Deployment

- Get up in running quick with our core features plus scheduled development of your integrations and requirements.

Best In-Class Backend & Security

- AWS GovCloud-powered applications, secure data and backups.

Standard Weather Features

- Radar, Current Conditions, 3-Day Forecast & Severe Weather Alerts.

Zoned Delivery

- Easily segment and manage content, features & integrations by location, station, battalion, division worksite and more.

Support & Training

- Email, ticket, chat, and phone support, documentation and system status updates, regular customer newsletters and webinars.

Custom Alert Tones

- Add your own alert tones!

Display Options

- **Dedicated Large Screen TV**
Dedicated hardware for always-on display via Chromebox locked into kiosk mode. Hardware included with lifetime warranty and replacement (excluding TVs/Displays), or
- **Desktop/Tablet Display**
Provide your own device to access dashboards via web browser on a Mac, Windows or iPad.

Even More Features

- Slides, PDFs & images
- Menu & touchscreen – easily access content
- Ad free – all your content, no ads
- RSS feeds, social media
- Embed HTML/web pages
- Traffic cams
- Custom logo & color scheme
- Calendars, news, ticker & announcements
- Messaging & videos



Dashboard Subscriptions Also Include...

- All existing features and integrations applicable to your dashboard displays.
- Unlimited Admin Users with real-time device status access
- Access to admin panel for on-demand and scheduled messages, videos and other upcoming features
- Virtual onboarding and training
- Full support access including virtual check-ins, ticket, phone, and chat support, new feature updates, customer webinars and newsletter updates
- Additional Dispatch Feeds including CAD feeds, XML, API, email, text parsers for alerting & notifications. We can use just about anything - additional API fee may apply for new integrations
- Share content between agencies
- Zoom Meetings - Easily jump into Zoom meetings from your Dashboard, including connected cameras and audio
- Expanded Mapping Options including ESRI, Mapbox and other GIS solutions
- Enhanced CAD, alerting & weather options and features available
- Real-time unit status updates (requires data push from agency)
- Virtual onboarding and training
- Fully customized solution with unique development, layouts, and data resources available (additional fee may apply for non-standard integrations)
- Custom FAQs for content users



Prepared By	Proposal Date	Valid For
Tracy Blankenship	Apr 18, 2023	90 Days

COMPANY INFORMATION

Account	Colerain Township (OH) Police Department 4200 Springdale Road Colerain Township, OH 45251	Billing Contact (if different)
---------	---	---------------------------------------

Contact	Jon Middendorf Lieutenant	Billing Address (if different)
---------	------------------------------	-----------------------------------

Phone: 513-923-5034

Billing Email:

Email: jmiddendorf@colerain.org

Billing Phone: 5133857500

Product/Service	Price	Qty	Subtotal
Dashboard Setup - Up to 5 Facilities Agency setup (one-time) for up to 5 facilities	\$995.00	1	\$995.00
Dashboard Subscription with Hardware First Arriving dashboard license including lifetime hardware warranty & replacement, first license per facility.	\$749.00	1	\$749.00
Additional Dashboard Subscription with Hardware Additional license for facility, including lifetime hardware warranty and replacement.	\$599.00	4	\$2,396.00
Additional Dashboard Subscription without Hardware Additional license for facility (hardware not included).	\$499.00	4	\$1,996.00
Total			\$6,136.00

COST AFTER FIRST YEAR FOR 9 LICENSES: \$5,141.00

This total includes any existing and new licenses



Customer Signature

Jeff Weckbach

Signed Date

05 / 16 / 2023

Signatory Name

Jeff Weckbach

Title

Administrator



First Arriving
Named to GovTech 100

100
GOVTECH

COMPANY 2023

First Arriving Honored Among Top Companies Making A Difference In State And Local Government

First Arriving, a leader in technology for public safety and local government, has been named by Government Technology as a one of the top 100 companies in GovTech for 2023.

This designation reinforces our commitment to our clients and the communities they serve and to providing the most innovative solutions to America's public safety leaders.

PAYMENT & SUBSCRIPTION

Payment

Net 21. If you need custom payment terms, email Billing@firstarriving.io.

License Agreement - Dashboards

Customer is licensed to use the contracted number of Dashboard subscription licenses during the term of the agreement and subsequent renewal periods. One license required per display.

LIFETIME Hardware Warranty, Replacement & Upgrade

During the term of a current license agreement, First Arriving will replace **any defective device***. This includes **upgrades** to the device when needed. Replacement is two business days via express shipping if issue cannot be resolved via support team.

** Defective device does not include water or damage caused by inappropriate use of device.*

Term & Subscription Discount Options

We offer several options for the term of your agreement including discounts for multi-year subscriptions and prepayment for same. If you are interested in a multi-year agreement, please contact your sales/business development representative for a revised quote.

Standard Agreement & Renewal

Your subscription will renew annually to be due on the anniversary date of your activation.

Multi-Year Agreement Option

Lock in your license pricing for 2-4 years with a multi-year agreement, save 2.5% annually

Multi-Year Agreement with Prepay Savings

Prepay on a 2, 3 or 4-year Subscription and save.

- Save 5% on a 2-Year Subscription w/Prepay
- Save 7.5% on a 3-Year Subscription w/Prepay
- Save 10% on a 4-Year Subscription w/Prepay

Renewal

Dashboard licenses automatically renew for successive twelve (12) month terms unless canceled in writing by Client at least 30 days prior to the end of Term renewal date. Prices quoted shall be a firm fixed price for one (1) year. Prices will escalate by 3% per year starting at renewal date, and only one price escalation shall be allowed within a twelve (12) month period.



Cancellation & Refunds

You may cancel your subscription at any time. The cancellation becomes effective once the prepaid term is up and the account is due for renewal. You may qualify for a refund if the cancellation was due to a documented service issue that could not be resolved within 30 business days from initial notification to First Arriving Dashboard Support via email, phone or support ticket, excluding issues resulting from third-party integration partners. Upon notification of cancellation, First Arriving will send a prepaid return label for the return of any devices and all devices. Devices must be returned within 14 days of the effective cancellation date. Any devices not returned will result in an invoice for the current device value. Please contact us at Billing@firstarriving.io with any questions.

Ask your sales executive for a current W-9.

Subscription Term & Details

Your Dashboard subscription includes all existing and new features/integrations in the First Arriving digital signage platform based on your license level, excluding any third party provider fees and any agreed upon custom development for unique integrations or features specific to your organization. These are always discussed and pre-approved prior to implementation.

Your subscription also includes access to our support center and support team, with email, phone and web-based ticket support. New feature requests outside of normal support or existing features/integrations are reviewed on a case-by-case basis.

For additional Terms & Conditions, please visit <https://www.firstarriving.com/terms-and-conditions/>

Billing & Contact Information

First Arriving IO, Inc
9555 Kings Charter Drive, Suite K
Ashland, Virginia 23005
(240) 667-7755

Billing Email: Billing@firstarriving.io

Dashboard Email: dashboards@firstarriving.com

Support Center & FAQs: <https://support.firstarriving.com>

WHAT'S NEXT

Once we receive your signed agreement, we will provide you an invoice and schedule an implementation call. Our average time from contract to launch is 9-11 weeks, depending on the complexity of your setup and integrations. Launch time for multi-agency and enterprise level accounts (10+ dashboards) may vary depending on the scope of your project.

THIRD PARTY SERVICES

Your subscription cost does not include any integration (typically referred to as “API” or “Data Access”) fees by third-party software providers. Please check with your third party vendor to see if any may apply to the integrations specific to your organization. Most integration partners do not charge any or significant additional fees, but your determination will be based on your agreement/plan with them.

MAPPING OPTIONS

First Arriving utilizes ESRI for base mapping (ESRI.com) which specializes in public safety mapping. You may use your own ESRI account, if applicable, for additional layers and features specific to your agency. We also support Mapbox, Here.com and other mapping and GIS platforms. Google StreetView is also an option, which requires a separate Google Maps account, which includes a \$200/month credit towards Google Mapping fees and covers most use cases.

Mapping & Alerting Note

First Arriving's Dashboards provide excellent *supplemental* information for your incident notifications, including general routing and street view provided by third parties, such as ESRI, Mapbox and others. These features rely on a reliable internet connection and updated information from your third party services such as hydrant and other marked locations. These services are provided for you with our Dashboards but you should always rely on your primary dispatch, known best route to incident and other available primary information for the response location. Like any third party app or service, the information displayed on your Dashboards **does not replace** your primary incident alerting notification resource(s) such as your dispatch center's system.

WHAT WE NEED FROM YOU

During your Implementation process, as well as for ongoing support requests, First Arriving may request “API Keys”, sample data files, access permissions and other requirements for setting up your Dashboards and connecting them to third party services. If you are sharing any information with other agencies’ dashboards, you need to sign a form to grant access.

CUSTOMER SUCCESS STORIES

"First Arriving's Digital Dashboards give our department the ability to take critical data and push that information out to those that need it most. Taking data and making it actionable improves system performance and unit utilization, thus allowing our department to better meet our community's needs."

- Deputy Fire Chief Brian Frankel, Prince George's County (MD)
Fire/EMS Department



"The fusion of First Arriving Dashboard technology with our internal leadership has created a means of delivering daily mission-critical information department wide. This has enhanced our situational awareness and strengthened our overall delivery of emergency and non-emergency services to the Colerain community."

- **Fire Chief Frank Cook**, MPA, CFO, EFO, Fire Chief, Colerain Township (OH) Department of Fire and EMS

[Browse More Customer Success Stories](#) | [Features & Integration List](#)



100+ INTEGRATIONS & FEATURES

Hundreds of Layout, Data & Display Options

First Arriving Dashboards integrate with a growing list of leading public safety, local government and business focused technologies and platforms, giving you many options to tailor your dashboards what matters most to your agency, business or department.

Don't see your technology partner, service or feature listed?
Just ask us and we'll look at adding it or creating a custom content management platform for you.

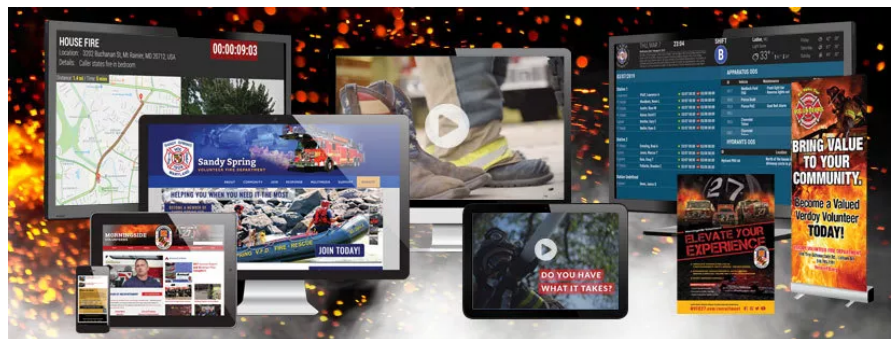
[BROWSE ALL INTEGRATIONS & FEATURE OPTIONS HERE](#)



MORE FIRST ARRIVING CAN DO FOR YOU

Did you know First Arriving provides more technology and marketing services for public safety agencies, businesses and non-profits?

- Custom Websites
- Marketing Agency Services
- Branding & Design
- Video Production
- Advertising Management
- Fire/EMS & Public Safety Recruitment & Retention
- Social Media Management & Marketing



Ask your business development/sales representative, visit FirstArriving.com, email getstarted@firstarriving.com or call 240-667-7755 to learn more today.

Signature Certificate

Reference number: HKY82-W5Z2W-QVZLA-8QE4T

Signer

Email: jweckbach@colerain.org

Sent:

Viewed:

Signed:

Timestamp

18 Apr 2023 15:58:54 UTC

16 May 2023 15:01:58 UTC

16 May 2023 15:02:56 UTC

Signature



Recipient Verification:

✓ Email verified

16 May 2023 15:01:58 UTC

IP address: 66.161.212.226

Location: Independence, United States

Document completed by all parties on:

16 May 2023 15:02:56 UTC

Page 1 of 1



Signed with PandaDoc

PandaDoc is a document workflow and certified eSignature solution trusted by 40,000+ companies worldwide.



CONSENT ITEMS

Department:	Administration
Department Director:	Jeff Weckbach, Township Administrator
Strategic Plan Goal:	Strategic Goal #5: Invest in our Critical Infrastructures, Facilities, Staff, and Other Assets

Contract - KZF - Bus Stop Construction Administration - \$9,500
Recommend approval of all consent items.

Rationale:
The attached agreement will have KZF perform construction management services for the construction of the bus bays and stations on Colerain Avenue near Northgate Mall. This contract will cost no more than \$9,500 and will be concluded at the end of the project.

SERVICE ORDER
FOR USE WITH MASTER SERVICE AGREEMENT BETWEEN
COLERAIN TOWNSHIP
AND
KZF DESIGN INC.

SERVICE ORDER #5 made as of the **18th** day of **May** in the year **2023** made by and between:

Colerain Township
4200 Springdale Road
Colerain Township, OH 45251

and the “**Consultant**”:

KZF Design Inc.
700 Broadway St.
Cincinnati, OH 45202

for the following Project:

Colerain Avenue Bus Stop Pull-offs – Construction Administration

This SERVICE ORDER, together with the MASTER SERVICE AGREEMENT between Colerain Township and Consultant dated the **2nd** day of **December** in the year **2020** form a Service Agreement.

Colerain Township and Consultant agree as follows.

TABLE OF ARTICLES

- 1. INITIAL INFORMATION**
- 2. SERVICES UNDER THIS SERVICE ORDER**
- 3. DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION**
- 4. COMPENSATION**
- 5. INSURANCE**
- 6. PARTY REPRESENTATIVES**
- 7. ATTACHMENTS AND EXHIBITS**

ARTICLE 1- INITIAL INFORMATION

- 1.1 Unless otherwise provided in an exhibit to this Service Order, this Service Order and the Service Agreement are based on the Initial Information set forth below:

Project Overview: Construction administration services for KZF Proj. # 6947.04 Colerain Avenue Bus Stop Pull-offs. The project includes two (2) bus bays along Colerain Avenue. There are two project locations along Colerain Avenue within Colerain Township - Bus Stops 2489 and 2493 - in front of Northgate Mall.

- 1.2 Colerain Township and Consultant may rely on the Initial Information. Both parties, however, recognize that such information may materially change and, in that event, Colerain Township and the Consultant shall appropriately adjust the schedule, the Consultant's services, and the Consultant's compensation. Colerain Township shall adjust the Township's budget for the Cost of the Work and the Township's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

ARTICLE 2- SERVICES UNDER THIS SERVICE ORDER

- 2.1 The Consultant's Services under this Service Order are described below or in an exhibit to this Service Order, such as a Scope of Consultant's Services document.
 - 2.1.1 **Basic Services:**

Construction Administration

1. KZF Design presumes that the Colerain Township's Representative will actively participate and lead the administration for the Colerain Township during the construction phase activities. Therefore, KZF Design has included a limited scope of construction phase services to support Owner's staff.
2. Participate in project pre-construction kick-off meeting with Colerain Township and awarded general contractor and key sub-contractors to discuss project schedule, submittals / RFI's process, etc.
3. General architect and engineer project administration services during Construction Phase including preparations of supplemental documentations / clarifications as determined to be necessary by KZF for clarification of the construction documents during construction activities.
4. Review contractor product submittals / shop drawings as required by the construction documents for components designed by KZF.
5. Interpretations, decisions and / or responses to Contractor's reasonable request for information during construction phase.
6. Perform a total of participate in no more than four (4) monthly progress meetings, led by the General Contractor, for general familiarization with the installed work.
7. Perform an additional final "punch-list" site observation visit to the project site and prepare and submit to Colerain Township a report of deficient items identified.
8. Regular correspondence with Colerain Township and Contractor, internal project design team management, coordination and administration as required by the work.

Assumptions:

1. Construction Phase Services including but not limited to, attendance/participation in regular construction meetings, additional site observation visits in excess of those noted as included in the Basic Services, review and certification of Contractor payment applications, quality control testing, prepare / provide final documents including "as-built" information in electronic format, additional time / costs due to the extension of project delivery schedule beyond that noted herein.

2.1.2 Additional Services:

Additional Services also may include programming, site evaluation and planning, environmental studies, telecommunications/data, security, measured drawings of existing conditions, coordination of separate contractors or independent consultants, detailed cost estimates, on-site project representation beyond requirements of a Service Order, value analysis, interior architectural design, tenant related services, preparation of record drawings, commissioning, sustainable project services, and any other services not otherwise included in this Service Order.

ARTICLE 3- DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

3.1 Unless otherwise provided in an exhibit to this Service Order, Colerain Township's anticipated dates for commencement of construction and Substantial Completion of the Work are set forth below:

1. Commencement of construction date: April 1, 2023
2. Substantial Completion date: June 18, 2023

ARTICLE 4- COMPENSATION

4.1 For Basic Services described under Section 2.1.1, Colerain Township shall compensate the Consultant as follows:

1. Other: All work will be completed on an hourly basis. Estimated fees are not to exceed \$9,500.00 and Consultant will bill hourly until we reach the estimated fee amount. If additional fees are necessary, Consultant will request additional fees and written approval by Colerain Township.

KZF's fee is based on the schedule included in the proposal and does not include costs that may be incurred if the project is delayed or suspended for reasons beyond KZF's control. If Colerain Township or Contractor delays or suspends the Project, through no fault of KZF, KZF shall be compensated for services performed prior to notice of such delay or suspension. When the Project is resumed, KZF shall be compensated for expenses incurred in the interruption and resumption of KZF's services. KZF's fees for the remaining services, and the time schedules to complete the work, shall be equitably adjusted by approved Change Order prior to resuming work. KZF staff will be reassigned during all delays or suspensions. Additional time to be added to the project schedule shall include time required for staff to complete alternate assignments, to re-mobilize staff to the project, to re-familiarize staff with the project, and if necessary, to make available and educate new staff to the project. In the event of termination not the fault of KZF, KZF shall be compensated for services performed prior to termination, Reimbursable Expenses incurred, and all costs attributable to termination, including costs attributable to KZF's termination of consultant agreements.

4.2 For Additional Services described under Section 2.1.2 or in the Master Service Agreement, the Consultant shall be compensated in accordance with the Master Service Agreement unless otherwise set forth below:

n/a

- 4.3 For Reimbursable Expenses described in the Master Service Agreement, the Consultant shall be compensated in accordance with the Master Service Agreement unless otherwise set forth below:

Based on Architect's experience with projects of this type, scale and scope, we estimate that the total for reimbursable expenses will be approximately \$200.00.

- 4.4 When compensation identified in Section 4.1 is on a percentage basis, progress payments for each phase of Basic Services shall be calculated by multiplying the percentages identified in this Article by Colerain Township's most recent budget for the Cost of the Work. Compensation paid in previous progress payments shall not be adjusted based on subsequent updates to Colerain Township's budget for the Cost of the Work:

ARTICLE 5- INSURANCE

- 5.1 Insurance shall be in accordance with section 3.3 of the Master Service Agreement, except as indicated below:

n/a

- 5.2 In addition to insurance requirements in the Master Service Agreement, the Consultant shall carry the following types of insurance.

n/a

ARTICLE 6- PARTY REPRESENTATIVES

- 6.1 Colerain Township identifies the following representative in accordance with Section 1.5 of the Master Service Agreement:

**Jeff Weckbach, Assistant Township Administrator
Colerain Township
4200 Springdale Road
Colerain Township, OH 45251**

- 6.2 Consultant identifies the following representative in accordance with Section 1.7 of the Master Service Agreement:

**Eric Anderson, Project Manager
KZF Design
700 Broadway Street
Cincinnati, OH 45202**

ARTICLE 7- ATTACHMENTS AND EXHIBITS

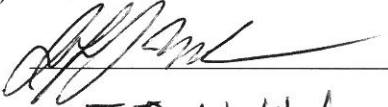
7.1 The following attachments and exhibits, if any, are incorporated herein by reference:

1. **Master Service Agreement Between Colerain Township and KZF Design Inc.
for Services Provided Under Multiple Service Orders**

This Service Order entered into as of the day and year first written above.

COLERAIN TOWNSHIP

4200 Springdale Rd
Cincinnati, OH 45251
(513) 385-7500

By: 

Name: Jeff Weckbach

Title: Administrator

Date: 05/18/23

KZF Design Inc.

700 Broadway St
Cincinnati, OH 45202
(513) 621-6211

By: 

Name: Eric Anderson

Title: Director of Planning Services

Date: 05-18-2023

CONSENT ITEMS

Department: Fire
Department Director: Allen Walls, Fire Chief

Strategic Plan Goal: Strategic Goal #1: Continue to Provide High Quality Safety Services.

New Hire - Fleet Mechanic Co-op - Department of Fire and EMS - Brookelynn Mather - \$12.36 per hour
Recommend approval of all consent items.

Rationale:
The position of Fleet Mechanic Co-op was posted; applications were received, and interviews conducted. A conditional offer of employment was extended to the following individual:

- Brookelynn Mather

The wage for this job is \$12.36 per hour and the applicant will work less than 30 hours per week. Contingent upon Board approval, Brookelynn would be eligible to begin work on May 30, 2023.



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 05/23/2023

Job Code: 120- Co-Op Fleet Mech Tech Position Number: 2055- Co-Op Fleet Mech Tech

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: Brookelynn Mathers

Hourly rate: \$12.36 per Hour Employee Supervisor: Mike Adler

Min/Max hours/week: 30

Proposed start date: 05/30/2023 Eligibility Date: 05/30/2023

Tentative schedule of hours: No more than 30 hours per week; Monday-Friday.

Does this position supervise staff? ☐ Yes ☒ No

Comments: Part-Time Fleet Mechanic Co-Op

Department Head Name: Chief M. Allen Walls

Signature: Allen Walls Date: 05/15/2023

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: 05/15/2023

Administrator Signature: _____

Date: 05/17/23

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:

Date of initial posting: 05/17/2023

Date posting closed: currently open

Interview Committee: Mike Adler

Interview dates: prior to 5/17/2023

Number of applications: 1

Number of candidates interviewed: 2

CONSENT ITEMS

Department:	Administration
Department Director:	David Miller, Director of Development
Strategic Plan Goal:	Strategic Goal #6: Increase Focus on Economic Development and Township Prosperity

New Hire - Planner - Development Department - David Peters & Justin Becker - \$26.45 per hour
Recommend approval of all consent items.

Rationale:
The position of Planner was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individuals: David Peters and Justin Becker.

The wage for this job is \$26.45 per hour for 40 hours per week. Contingent upon Board approval, they would be eligible to begin work on June 5, 2023.



NEW HIRE AUTHORIZATION

TO BE COMPLETED BY HUMAN RESOURCES

- ☒ New position - Date of Trustee Approval: 05/23/2023
☐ Reconfiguration of position - Date of Trustee Approval
☐ Replacement existing vacancy Date of Trustee Approval Click or tap here to enter text.

Job Code: 174-Development Officer Position Number: 3004-Development Officer

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: David J. Peters

Hourly rate: \$26.45 Employee Supervisor: David Miller

Min/Max hours/week: 40

Proposed start date: 6/5/2023 Eligibility Date: 05/24/2023

Tentative schedule of hours: 8:00am-4:30pm

Does this position supervise staff? ☐ Yes ☒ No

Comments: N/A

Department Head Name: David Miller

Signature: David Miller

Date: 5/9/23

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: 5/24/23

Administrator Signature: [Signature]

Date: 5/9/23

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:

Date of initial posting: 03/13/2023

Date posting closed: Ongoing

Interview Committee: Jeff McElravy, David Miller, Jarrod Alig, Stephen Springsteen

Interview dates: 04/06/2023, 04/27/2023

Number of applications: 7

Number of candidates interviewed: 4

NEW HIRE AUTHORIZATION

TO BE COMPLETED BY HUMAN RESOURCES

- ☒ New position - Date of Trustee Approval - 05/23/2023
☐ Reconfiguration of position - Date of Trustee Approval
☐ Replacement existing vacancy Date of Trustee Approval

Job Code: 174-Development Officer Position Number: 3004-Development Officer

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: Justin Becker

Hourly rate: \$26.45 Employee Supervisor: David Miller

Min/Max hours/week: 40

Proposed start date: 6/5/2023 Eligibility Date: 6/5/2023

Tentative schedule of hours: 8:00am-4:30pm

Does this position supervise staff? ☐ Yes ☒ No

Comments: N/A

Department Head Name: David Miller

Signature: David Miller

Date: 5/16/23

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: 06/05/23

Administrator Signature: [Signature]

Date: 06/05/23

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:

Date of initial posting: 03/13/2023

Date posting closed: Ongoing

Interview Committee: Jeff McElravy, David Miller, Jarrod Alig, Stephen Springsteen

Interview dates: 04/07/2023, 05/09/2023

Number of applications: 10

Number of candidates interviewed: 4

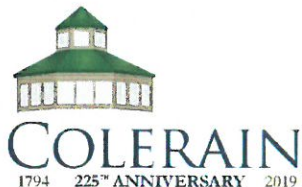
CONSENT ITEMS

Department:	Fire
Department Director:	Allen Walls, Fire Chief
Strategic Plan Goal:	Strategic Goal #1: Continue to Provide High Quality Safety Services.

New Hire - Part-time Firefighter/EMT - Department of Fire and EMS - Michael Tucker, Aaron Williams, Thomas Vickers, and Alex Pietrandrea - \$16.99 per hour
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:
- Michael Tucker
 - Aaron Williams
 - Thomas Vickers
 - Alex Pietrandrea

The wage for this job is \$16.99 per hour and the applicants will work less than 30 hours per week. Contingent upon Board approval, they would be eligible to begin work on May 28, 2023.



NEW HIRE AUTHORIZATION

TO BE COMPLETED BY HUMAN RESOURCES

- ☐ New position -
☐ Reconfiguration of position - Date of Trustee
☒ Replacement existing vacancy Date of Trustee Approval 05/23/2023

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

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

TO BE COMPLETED BY HIRING DEPARTMENT HEAD

Employee name: Michael Tucker

Hourly rate: \$16.99 Employee Supervisor: Brad Miller

Min/Max hours/week: 29

Proposed start date: May 29th, 2023 Eligibility Date: May 29th, 2023

Tentative schedule of hours: 24 hours

Does this position supervise staff? ☐ Yes ☒ No

Comments: na

Department Head Name: Allen Walls

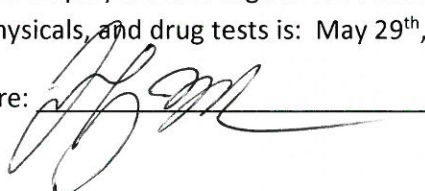
Signature: Allen Walls

Date: May 12th, 2023

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: May 29th, 2023 ~~Click or tap here to enter text.~~

Administrator Signature: 

Date: 5/15/23

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

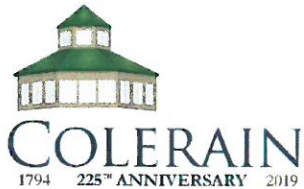
Date posting closed: Ongoing

Interview Committee: Jennifer Ploeger, Shane Packer, Brad Miller

Interview dates: May 11th, 2023

Number of applications: 12

Number of candidates interviewed: 5



NEW HIRE AUTHORIZATION

TO BE COMPLETED BY HUMAN RESOURCES

- ☐ New position -
☐ Reconfiguration of position - Date of Trustee
☒ Replacement existing vacancy Date of Trustee Approval 05/23/2023

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

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

TO BE COMPLETED BY HIRING DEPARTMENT HEAD

Employee name: Aaron Williams

Hourly rate: \$16.99 Employee Supervisor: Brad Miller

Min/Max hours/week: 29

Proposed start date: May 29th, 2023 Eligibility Date: May 29th, 2023

Tentative schedule of hours: 24 hours

Does this position supervise staff? ☐ Yes ☒ No

Comments: na

Department Head Name: Allen Walls

Signature: Allen Walls

Date: May 12th, 2023

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: May 29th, 2023 ~~Click or tap here to enter text.~~

Administrator Signature:

Date: 5/15/23

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

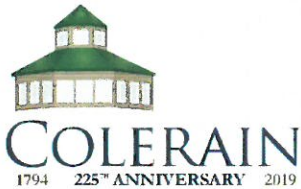
Date posting closed: Ongoing

Interview Committee: Jennifer Ploeger, Shane Packer, Brad Miller

Interview dates: May 12th, 2023

Number of applications: 12

Number of candidates interviewed: 5



NEW HIRE AUTHORIZATION

TO BE COMPLETED BY HUMAN RESOURCES

- ☐ New position -
☐ Reconfiguration of position - Date of Trustee
☒ Replacement existing vacancy Date of Trustee Approval 05/23/2023

Job Code: 130 - PT Firefighter Position Number: 2418 - PT Firefighter

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

TO BE COMPLETED BY HIRING DEPARTMENT HEAD

Employee name: Thomas Vickers

Hourly rate: \$16.99 Employee Supervisor: Brad Miller

Min/Max hours/week: 29

Proposed start date: May 29th, 2023 Eligibility Date: May 29th, 2023

Tentative schedule of hours: 24 hours

Does this position supervise staff? ☐ Yes ☒ No

Comments: na

Department Head Name: Allen Walls

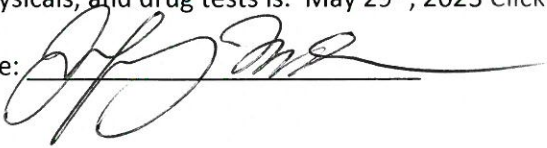
Signature: Allen Walls

Date: May 12th, 2023

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: May 29th, 2023 ~~Click or tap here to enter text.~~

Administrator Signature: 

Date: 5/15/23

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

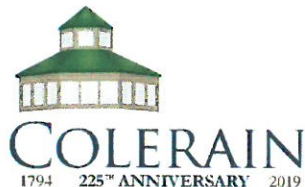
Date posting closed: Ongoing

Interview Committee: Jennifer Ploeger, Shane Packer, Brad Miller

Interview dates: May 12th, 2023

Number of applications: 12

Number of candidates interviewed: 5



NEW HIRE AUTHORIZATION

TO BE COMPLETED BY HUMAN RESOURCES

- ☐ New position -
☐ Reconfiguration of position - Date of Trustee
☒ Replacement existing vacancy Date of Trustee Approval 05/23/2023

Job Code: 130 - PT Firefighter Position Number: 2437 - PT Firefighter

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

TO BE COMPLETED BY HIRING DEPARTMENT HEAD

Employee name: Alex Pietrandrea

Hourly rate: \$16.99 Employee Supervisor: Brad Miller

Min/Max hours/week: 29

Proposed start date: May 29th, 2023 Eligibility Date: May 29th, 2023

Tentative schedule of hours: 24 hours

Does this position supervise staff? ☐ Yes ☒ No

Comments: na

Department Head Name: Allen Walls

Signature: Allen Walls

Date: May 12th, 2023

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: May 29th, 2023 Click or tap here to enter text.

Administrator Signature:

Date: 5/15/23

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: Jennifer Ploeger, Shane Packer, Brad Miller

Interview dates: May 12th, 2023

Number of applications: 12

Number of candidates interviewed: 5

CONSENT ITEMS

Department: Fire
Department Director: Allen Walls, Fire Chief

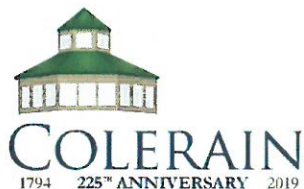
Strategic Plan Goal: Strategic Goal #1: Continue to Provide High Quality Safety Services.

New Hire - Seasonal Fire Hydrant Maintenance Worker - Department of Fire and EMS - Luke Fulmer, David Spencer, and Dylan Ayers - \$16.00 per hour
Recommend approval of all consent items.

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

- Luke Fulmer
- David Spencer
- Dylan Ayers

The wage for this job is \$16.00 per hour and the applicants will work less than 30 hours per week. Contingent upon Board approval, they would be eligible to begin work on May 28, 2023.



NEW HIRE AUTHORIZATION

TO BE COMPLETED BY HUMAN RESOURCES

- ☐ New position -
☐ Reconfiguration of position - Date of Trustee
☒ Replacement existing vacancy Date of Trustee Approval 05/23/2023

Job Code: 116- Seasonal Hydrant Wker Position Number: 2026- Seasonal Hydrant Wker

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

TO BE COMPLETED BY HIRING DEPARTMENT HEAD

Employee name: Luke Fulmer

Hourly rate: \$16.00 Employee Supervisor: David Strittholt

Min/Max hours/week: 29

Proposed start date: May 29th, 2023 Eligibility Date: May 29th, 2023

Tentative schedule of hours: Part-Time Days

Does this position supervise staff? ☐ Yes ☒ No

Comments: na

Department Head Name: Allen Walls

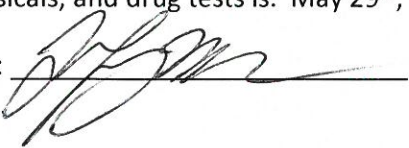
Signature: Allen Walls

Date: May 29th, 2023

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: May 29th, 2023

Administrator Signature: 

Date: 5/15/23

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

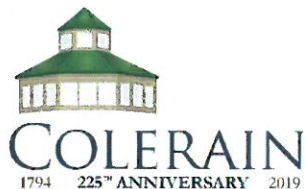
Date posting closed: Ongoing

Interview Committee: David Strittholt

Interview dates: May 4th, 2023

Number of applications: 4

Number of candidates interviewed: 4



NEW HIRE AUTHORIZATION

TO BE COMPLETED BY HUMAN RESOURCES

- ☐ New position -
☐ Reconfiguration of position - Date of Trustee
☒ Replacement existing vacancy Date of Trustee Approval 05/23/2023

Job Code: 116- Season Hydrant Wker Position Number: 2027- Seasonal Hydrant Wker

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

TO BE COMPLETED BY HIRING DEPARTMENT HEAD

Employee name: David Spencer

Hourly rate: \$16.00 Employee Supervisor: David Strittholt

Min/Max hours/week: 29

Proposed start date: May 29th, 2023 Eligibility Date: May 29th, 2023

Tentative schedule of hours: Part-Time Days

Does this position supervise staff? ☐ Yes ☒ No

Comments: na

Department Head Name: Allen Walls

Signature: Allen Walls

Date: May 12th, 2023

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: May 29th, 2023

Administrator Signature:

Date: 5/15/23

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

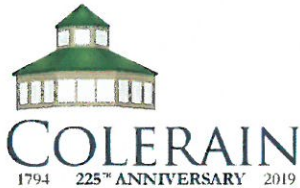
Date posting closed: Ongoing

Interview Committee: David Strittholt

Interview dates: May 4th, 2023

Number of applications: 4

Number of candidates interviewed: 4



NEW HIRE AUTHORIZATION

TO BE COMPLETED BY HUMAN RESOURCES

- ☐ New position -
☐ Reconfiguration of position - Date of Trustee
☒ Replacement existing vacancy Date of Trustee Approval 05/23/2023

Job Code: 116- Seasonal Hydrant Wker Position Number: 2028- Seasonal Hydrant Wker

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

TO BE COMPLETED BY HIRING DEPARTMENT HEAD

Employee name: Dylan Ayers

Hourly rate: \$16.00 Employee Supervisor: David Strittholt

Min/Max hours/week: 29

Proposed start date: May 29th, 2023 Eligibility Date: May 29th, 2023

Tentative schedule of hours: Part-Time Days

Does this position supervise staff? ☐ Yes ☒ No

Comments: na

Department Head Name: Allen Walls

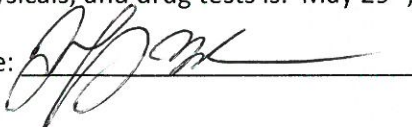
Signature: Allen Walls

Date: May 12th, 2023

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: May 29th, 2023

Administrator Signature: 

Date: 5/15/23

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: David Strittholt

Interview dates: May 4th, 2023

Number of applications: 4

Number of candidates interviewed: 4

CONSENT ITEMS

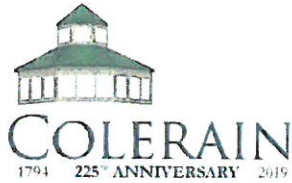
Department: Police
Department Director: Ed Cordie, Police Chief

Strategic Plan Goal: Strategic Goal #1: Continue to Provide High Quality Safety Services

New Hire - Police Officer - Police Department - Christopher Thomas - \$40.38/hour
Recommend approval of all consent items.

Rationale:
The position of Police Officer was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individual: Christopher Thomas.

The wage for this job is \$40.38 per hour for 40 hours per week. Contingent upon Board approval, he would be eligible to begin work on May 24, 2023.



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 5/2/2023

Job Code: 146 – Uniformed Police Officer Position Number: 5133 – Uniformed Police Officer

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: Christopher Thomas

Hourly rate: \$40.38 Employee Supervisor: Lt. Dean Doerflein

Min/Max hours/week: 40

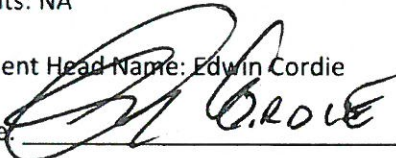
Proposed start date: 05/23/2023 Eligibility Date: 05/28/2023

Tentative schedule of hours: 40 hours per week

Does this position supervise staff? ☐ Yes ☒ No

Comments: NA

Department Head Name: Edwin Cordie

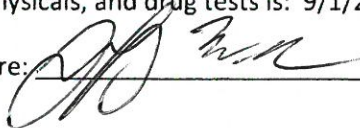
Signature: 

Date: 5/16/2023

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: 9/1/2022

Administrator Signature: 

Date: 5/17/23

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:

Date of initial posting: Ongoing Process

Date posting closed: Ongoing Process

Interview Committee: Chief Cordie, Lt. Doerflein, Lt. Penley, Lt. Middendorf

Interview dates: 4/15/2023

Number of applications: 110

Number of candidates interviewed: 50