COLERAIN
TOWNSHIP - OHIO

Minutes

August 22, 2023

1. **Opening of Meeting**
Ms Ulrich called the meeting to order at 6:00pm.
All trustees and the fiscal officer were present.

2. **Executive Session** 6PM
Mr Weckbach recommended the board of trustees go into executive session in accordance with ORC section 121.22 (G)(2) to consider the purchase of property for public services and in accordance with ORC section 121.22 (G)(1) to discuss appointment, employment, dismissal, discipline and compensation of public employees. Mr Baker, Ms Mays and Jarod Alig will also attend the meeting.
Motion Mr Wahlert, Seconded Mr Unger
Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes
Executive session convened at 6:01pm

Ms Ulrich called the meeting back to order at 7:00pm
All trustees and the fiscal officer were present.
Mr Weckbach had nothing to report from executive session.
Mr Sollmann recommended the evaluation of Mr Weckbach be continued.
Motion to continue item A under Administration Mr Wahlert, Seconded Mr Unger.
All voted Yes. Item is continued until 9-12-23

3. **Pledge of Allegiance** 7PM
All recited the Pledge of Allegiance.

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

5. **Approval of Minutes**
Approval of the minutes from the Board of Trustees meeting on 8-8-22
Motion Mr Unger, Seconded Mr Wahlert
No discussion
All voted Yes. Miutes approved.

6. **Presentations**

a. Presentation on New Fire Station Construction by Chief Walls
Chief Walls provided an update and overview on the construction of Station 26 and Station 102.

The presentation is provided in the meeting minutes.

7. Public Hearings

a. Public Hearing for Zoning Commission Case ZA2023-10, Text Amendment to Article 5 of the Zoning Resolution re: Violations and Penalties

Mr Miller recommended Holding a Public Hearing on Case ZA2023-10.
Rationale: The Board of Trustees is required to hold a public hearing for text amendments received from the Zoning Commission before such amendments can be approved.
Motion to open public hearing Mr Wahlert, Seconded Ms Ulrich
All voted Yes. Public hearing opened
No one was present to speak.
Motion to close the public hearing Mr Wahlert, Seconded Ms Ulrich
All voted Yes. Public hearing closed.

8. Citizens Address

Ralph Gubser - Spoke about the speeding issue on Sovereign. Asked for a traffic study or speed monitors.

Brian Swafford (owner of Big Bear BBQ) talked about getting B1 zones changed.

9. Administrative Reports

Ms Mays - We received word from Welch Gravel that the process for obtaining a permit is not going to be cost effective, so he will not be moving forward. The Senior Center has received funding from the Council on Aging for the October contract. We want do do a little ribbon cutting for our new website.

10. Trustees' Report

Mr Wahlert - We are working on the traffic calming on Sovereign. The zoning changes Mr. Swafford brought up is something I've heard from other residents as well. A reminder that high school football is back. Please be mindful of bus stops and be patient. Lets keep them safe. A lot of the decisions the board has been given, I see on a long term horizon.

Mr Unger - Property values are way up. I stopped by the Big Bear foodtruck, but it wasn't open. I think food trucks are a good thing. I wanted to give a plug to the Furniture Fair location on Colerain. I called Cincinnati Animal Control regarding a dog being left out. Chip from Waycross Community Media is retiring and moving on and they went through a process with their board and have chosen Dana Gagnon as the new Executive Director. I just wanted to congratulate Dana.

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Ms Ulrich - The Pickleball Tournament was a success. Our firefighters were provided training from the US Health Aircare Mobile Care and Fire Department. Tonight was the start of our Citizens Police Academy. The last movie of our summer series is showing this weekend at Colerain Park.

11. New Business

Public Safety

a. Resolution Declaring Nuisance and Ordering Abatement
Chief Cordie recommended ADOPTION of Resolution #116-23.
Rationale: This resolution allows for the removal of uncontrolled vegetation and/or refuse at the following properties:
8331 Chesswood Dr 510-0090-0136-00
2620 Cornwall Dr 510-0053-0357-00
2721 Cranbrook Dr 510-0014-0050-00
2820 Geraldine Dr 510-0074-0160-00
3427 Oakmeadow Ln 510-0090-0234-00
10149 Pottinger Rd 510-0113-0234-00
3410 Redskin Dr 510-0112-0067-00
2715 W. Galbraith 510-0071-0159-00
All properties that are abated by the Township will have their property taxes assessed in order to reimburse the Township for the abatement services. This resolution and the Township's abatement process comport with the Ohio Revised Code for nuisance violations.
Motion Mr Wahlert, Seconded Mr Unger
No discussion.
Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes
Resolution passed

b. Resolution Declaring a Junk Motor Vehicle - 2733 Roosevelt Ave. - 1 of 2
Chief Cordie recommended ADOPTION of Resolution #117-23.
Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 2733 Roosevelt Ave. Cincinnati, OH 45231 1. (OH) JAA7952, 2011, SILVER, BUICK, LACROSSE 2. (KY) B6M343, 2007, YELLOW, PONTIAC, G5.
Motion Mr Wahlert, Seconded Mr Unger
No discussion.
Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes
Resolution passed.

c. Resolution Declaring a Junk Motor Vehicle - 10800 Invicta Circle - 2 of 2
Chief Cordie recommended ADOPTION of Resolution #118-23.

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Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 10800 Invicta Circle. Cincinnati, OH 45231 1. (OH) GLP1369, 1998, RED, GEO, PRIZM 2. (OH) FNJ4619, 1998, BLACK, GEO, PRIZM 3. (OH) OH-8744-YP, 1970, BLUE/WHITE, SYRVAN, V-171.
Motion Mr Unger, Seconded Mr Wahlert
No discussion.
Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes
Resolution passed.

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

Chief Cordie recommended ADOPTION of the Motion.
Rationale: As part of its ongoing fleet replacement program, the Police Department is seeking to enter into a capital lease agreement with Huntington Bank. The lease would allow the Police Department to acquire and equip eight cruisers. The cost of the cruisers and related equipment is $584,555.05. $52,987.05 of that expense is for interest over the five-year term. The annual lease payment would be $116,911.01 (the payment schedule is Exhibit B to the Equipment Schedule). The lease functions much like a traditional car loan, except that it is for multiple vehicles, and that the initial lease payment, which is made at closing, is part of the financing. At the end of the term, the Township would retain title to the cruisers.
Motion Mr Unger, Seconded Mr Wahlert
No discussion:
All voted Yes. Motion approved.

Public Services

a. Motion to Issue Request for Proposals regarding Street Tree Program

Ms Mays recommended ADOPTION of the Motion.
Rationale: As part of the 2023 Strategic Plan, the Township worked with Urban Canopy to identify and map existing gaps in the street tree canopy for reforestation. The bid documents cover the cost of the trees, labor and materials for planting and provide a one-year maintenance warranty. The bid package will be open until Thursday, September 14, 2023 and on the agenda for approval at the September 26th Board Meeting.
Motion Mr Wahlert, Seconded Mr Unger
Discussion:
Ms Ulrich - I had someone call me that didn't want the tree in their area. Is there a way for them to opt out?
Ms Mays - There was an opt out that has already closed. We gave residents

approximately 34 days to opt out.
All voted Yes. Motion approved.

b. Motion to Approve Change Order - Tri-State Construction - US-27 Colerain Ave Bus Stop Project - $25,465

Ms Mays recommended ADOPTION of the Motion.
Rationale: Construction of the US-27 Colerain Avenue Bus Stop project, approved at the January 10th Board of Trustees meeting, has been ongoing throughout the year. Early on, issues were identified and addressed by the engineers that involved the existing storm line. This Change Order will cover the expense of the additional saddle installation that was required in the field in the amount of $25,465.00.
Motion Mr Unger, Seconded Mr Wahlert
Discussion:
Mr Unger - Part of this was matched by the Metro Levy. Will this change order effect that?
Mr Weckbach - We were fortunate that the bids came in much lower than the match that was provided, so we should be fine.
All voted Yes. Motion approved.

c. Motion to Authorize Township Administrator to Execute Agreement with Strawser Construction for 2023 Cape Sealing for $341,464.56

Ms Mays recommended ADOPTION of the Motion.
Rationale: Several streets within the Township are proposed to be capesealed in 2023, subsequently prolonging their lifespan. In total, 49,061 square yards of roadway, including cul-de-sacs and doglegs, are to be cape sealed at an estimated cost of $341,464.56. These streets are:

- Locust View Lane
- Marino Drive
- Deshler Drive
- Crusader Drive
- Storm Drive
- Bluelark Drive
- Neptune Drive
- Sunlight Drive

Strawser Construction is part of the ODOT Cooperative Purchasing Program under ODOT Contract 101G. This process guarantees the same pricing the State of Ohio receives for the same service/product which eliminates the need for undertaking a long and formal bidding process for the Township.
Motion Mr Unger, Seconded Mr Wahlert
Discussion:
Mr Unger - I think it's great to get these streets sealed. It stops water from getting into the road base. It's a great product.
All voted Yes. Motion approved.

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Development

a. Motion to Set Public Hearing - Consent Decree for 8300 Colerain Avenue - Phantom Fireworks - for September 12, 2023 at 7PM

Mr Miller recommended ADOPTION of the Motion.
Rationale: The owners of 8300 Colerain Avenue filed suit against the Township for zoning issues under Hamilton County case No. A-2301874. The Township has worked with the Property Owner and future business owner, Phantom Fireworks, to draft a Consent Agreement for consideration by the Board of Trustees. Prior to adopting a consent decree, the Trustees are required to hold a public hearing which is recommended for September 12, 2023 at 7PM.
Motion Mr Wahlert, Seconded Mr Unger
No discussion:
All voted Yes. Motion approved.

b. Motion to Authorize Township Administrator to Enter into Agreement with Port of Greater Cincinnati Development Authority for Property Acquisitions

Motion to amend the agenda to move the item after executive session Mr Wahlert, Seconded Ms Ulrich
No discussion. All voted yes. agenda amended and item moved to after executive session
Staff seeks direction from the Trustees on this item.
Rationale: At the CIC meeting on August 8th, the CIC facilitated a discussion around strategic acquisitions. In that agenda item, staff offered to place a future agenda item for consideration at a Trustee meeting for conversation regarding any potential desire to activate resources for economic development. Since that time, the Port Authority has offered to be a strategic partner with Colerain in any endeavors. This action would allow the Township to draft an agreement with the Port for acquisition.
Motion was voted on after second Executive Session.
Motion Mr Wahlert, Seconded Ms Ulrich
No discussion:

Vote - Ms Ulrich - Yes, Mr Unger - No, Mr Wahlert - Yes
Motion approved.

c. Discussion and Potential Action - Facade Improvement Program

Staff seeks direction from the Trustees.
Rationale: The Township established a facade improvement program this year that was intended to help revitalize local businesses by providing a dollar for dollar matching grant up to $6,000 for exterior building improvements. Unfortunately, all of the applicants for the program were in areas of the Township that were not eligible under CDBG requirements. As a follow up to the program, it would be beneficial to have the

Trustees engage in another conversation regarding this program and ways it can be improved or modified to achieve the established intent.
Discussion:
Mr Wahlert - What was the amount we set aside for this
Mr Miller - We had $55,000 in grant money from CDBG funds. We were proposing a 50% up to $12,000 per project
Mr Weckbach - Part of the conversation tonight really is to figure out if we want to move forward with a similar type of program, understanding that the limits of CDBG are going to impact if we can award these grants.
Mr Wahlert - When does this money sunset?
Mr Weckbach - They do a three-year cycle. I think we have adequate time to use those dollars.
Mr Wahlert - So if we don't use them by March, 2024, we lose them?
Mr Weckbach - Yes
Mr Wahlert - My preference is to hold on to this for now.
Mr Unger - I would like the board to consider a couple of these businesses to match the $24,000.
Mr Weckbach - Some businesses contacted us during this process that wouldn't qualify that if they applied it would likely not be awarded.

d. Resolution Approving or Denying Zoning Commission Case ZA2023-10, Text Amendment to Article 5 of the Zoning Resolution re: Violations and Penalties

Motion to Deny Resolution #119-23
Motion Mr Unger, Seconded Ms Ulrich
Discussion:
Mr Unger - It sounds like it's not completed or reviewed.
Mr Wahlert - There's some things I like and some things I'm worried about.
Procedurally, how do we bring it back?
Mr Sollmann - By resolution from the board. A number of ways.
Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes
Resolution to Deny passed.

Administration

a. Compensation Review of the Township Administrator

Staff seeks direction from the Board of Trustees.
Rationale: At the January 10, 2023 Board of Trustees meeting, the Board provided an evaluation of Administrator Weckbach. In their discussion, the Board indicated a desire to revisit Mr. Weckbach's compensation near his anniversary date of September 5, 2023. Mr. Weckbach's anniversary will occur between this meeting and the next Board of Trustees meeting.

Motion to table until the next meeting Mr Wahlert, Seconded Mr Unger
No discussion.

All voted Yes. The review is tabled.

b. Resolution to Amend Roster and Job Descriptions
Ms Mays recommended ADOPTION of Resolution #120-23.
Rationale: Staff has completed the process of reviewing all job descriptions within the organization to make improvements, corrections and updates as it pertains to the duties and assignments of the employees. The attached job descriptions and roster are amended to reflect current practices and operations of the Township.
Motion Mr Wahlert, Seconded Mr Unger
Discussion:
Mr Unger - I'm looking for the "mobility" issue we discussed.
Mr Weckbach - Yes. It' speaks to reasonable accommodations.
Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes
Resolution passed.

c. Resolution Authorizing the Adoption of Amended Appropriations
Mr McElravy recommend ADOPTION of Resolution #121-23.
Rationale: This Resolution would increase appropriations in six funds for a variety of purposes. In Fund 2111 (Fire), it would increase appropriations to allow for the acceptance and implementation of two grants. The first grant is for $372,603.64 for the Ohio First Responder Recruitments, Retention, and Resilience Program. The second is a grant of up to $20,000 toward the acquisition of an ambulance. In Fund 2081 (Police), it would increase appropriations by a total of $761,479.01. $756,479.01 of this total is for the capital lease, upfit, and first debt service payment on eight Chevy Tahoes. The remaining $5,000 is for postage, which has exceeded budget due to the Police Department's increased efforts around code enforcement and rental registration. In Fund 2274 (American Rescue Plan), it would increase appropriations by $56,000, which is interest that has been earned on the pooled balance from the portion of the grant that has not yet been expended. Those funds would continue to be used to offset salaries. In Fund 1000 (General Fund), it would increase appropriations by $105,133. $20,000 of that total would be for nuisance abatement, again as a result of the Police Department's increased efforts around code enforcement, $40,133 to account for a fire escrow payment that should be due this year, $40,000 for medical and dental insurance, and $5,000 for postage. In Fund 2911 (Parks), it would increase appropriations by $26,000 to fully fund the playground project at Colerain Park. This was originally approved by the Board of Trustees at its March 14, 2023 meeting. In Fund 2031 (Road and Bridge), it would increase appropriations by $25,465 to fully fund the bus pull-off project on Colerain Avenue. This was originally approved by the Board of Trustees at its May 9, 2023 meeting.
Motion Mr Wahlert, Seconded Mr Unger
No discussion:
Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes
Resolution passed.

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12. Old Business

13. Consent Items

a. Promotion - Full-Time Firefighter/EMT - Department of Fire and EMS - Charles Graham - $20.86 per hour

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

• Charles Graham

The wage for this job is $20.86 per hour. Contingent upon Board approval, Charles Graham would be eligible to begin work September 3, 2023.

b. New Hire - School Safety Officer - Police Department - William Nastold Sr. - $35.00/hour

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

William Nastold Sr.

The wage for this job is $35.00 per hour for 40 hours per week. Contingent upon Board approval, he would be eligible to begin work on August 23, 2023. This is a contracted part-time position from the Northwest Local School District agreement.

c. New Hire - Police Officer - Police Department - Anthony Hatcher - $40.38/hour

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

Anthony Hatcher.

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 August 23, 2023.

d. New Hire - Police Officer - Police Department - Larry Jaycox - $37.50/hour

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

Larry Jaycox.

The wage for this job is $37.50 per hour for 40 hours per week. Contingent upon Board approval, he would be eligible to begin work on August 23, 2023.

e. Contract - Zix - Office 365 - $118 - 2 Months

The attached agreement with Zix will allow for an additional 5 Microsoft 365 licenses.

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The term of the agreement is 2 months to align these subscriptions with our existing agreements with Zix. This contract will cost $118.

Motion to approve all consent items Mr Unger, Seconded Mr Wahlert
No discussion.
All voted Yes. All consent items approved.

14. **Fiscal Office Report**

No report.

15. **Executive Session** – if needed

Motion to set a public hearing for the Pottinger property on September 12th Mr Wahlert, Seconded Ms Ulrich
No discussion. All voted Yes. Public hearing is set.

Mr Sollmann requested, pursuant to the first executive session, a motion to place township employee Jarod Alig on paid administration leave until further notice.
Motion Mr Wahlert, Seconded Ms Ulrich
No discussion.
All voted Yes. Motion approved.

Mr Weckbach recommended the board of Trustees go into executive session in accordance with ORC section 121.22 (G)(2) to consider the purchase of property for public purposes.
Mr Wahlert requested that Mr Baker also attend this meeting.
Motion Mr Wahlert, Seconded Mr Unger.
No discussion:
Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes
Executive session convened

Ms Ulrich called the meeting back to order at 9:51pm.All trustees and the fiscal officer were present.
Mr Sollmann had nothing to report from executive session.

16. **Adjournment**

Motion to adjourn Mr Unger, Seconded Mr Wahlert
All voted Yes.
Meeting adjourned at 9:52pm

Fiscal Officer   Trustee

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Cathy Ulrich
Trustee

Daniel Unger
Trustee

Fire Station Update

ALLEN WALLS

CHIEF OF DEPARTMENT

Why

- Strategic realignment
- Fire stations being replaced were built to meet the needs of the community over 60-70 years ago, not present day
- Failing building infrastructure (facilities master plan)
- Meet all safety, environmental, vehicle exhaust, ADA, and other regulatory requirements

Why

- Enhance operations and improve efficiency
- Increasingly diverse workforce
- Best practices among firefighters and technological advancements have changed
- Energy efficiency
- Land donation

Process

- Budget
- Functionality
- Operational Needs
- Aesthetics

Timeline

- October 2023
  - Construction begins
- August 2024
  - Move in complete

Station 26

8282 Clara Drive

Station 26

8282 Clara Drive

Station 26

8282 Clara Drive

Station 26

8282 Clara Drive

Station 26

8282 Clara Drive

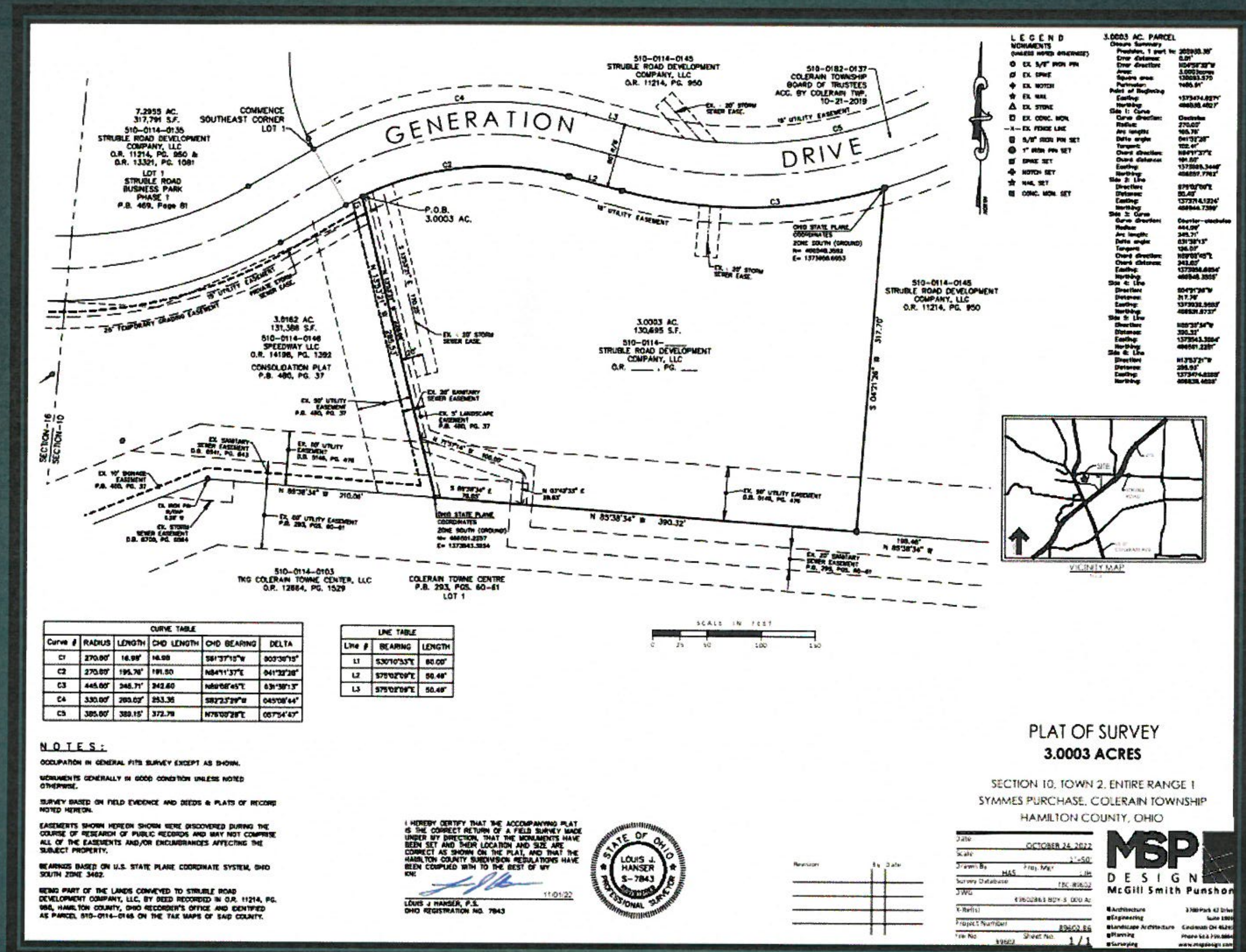
Station 26

8282 Clara Drive

Station 26

8282 Clara Drive

Station 102

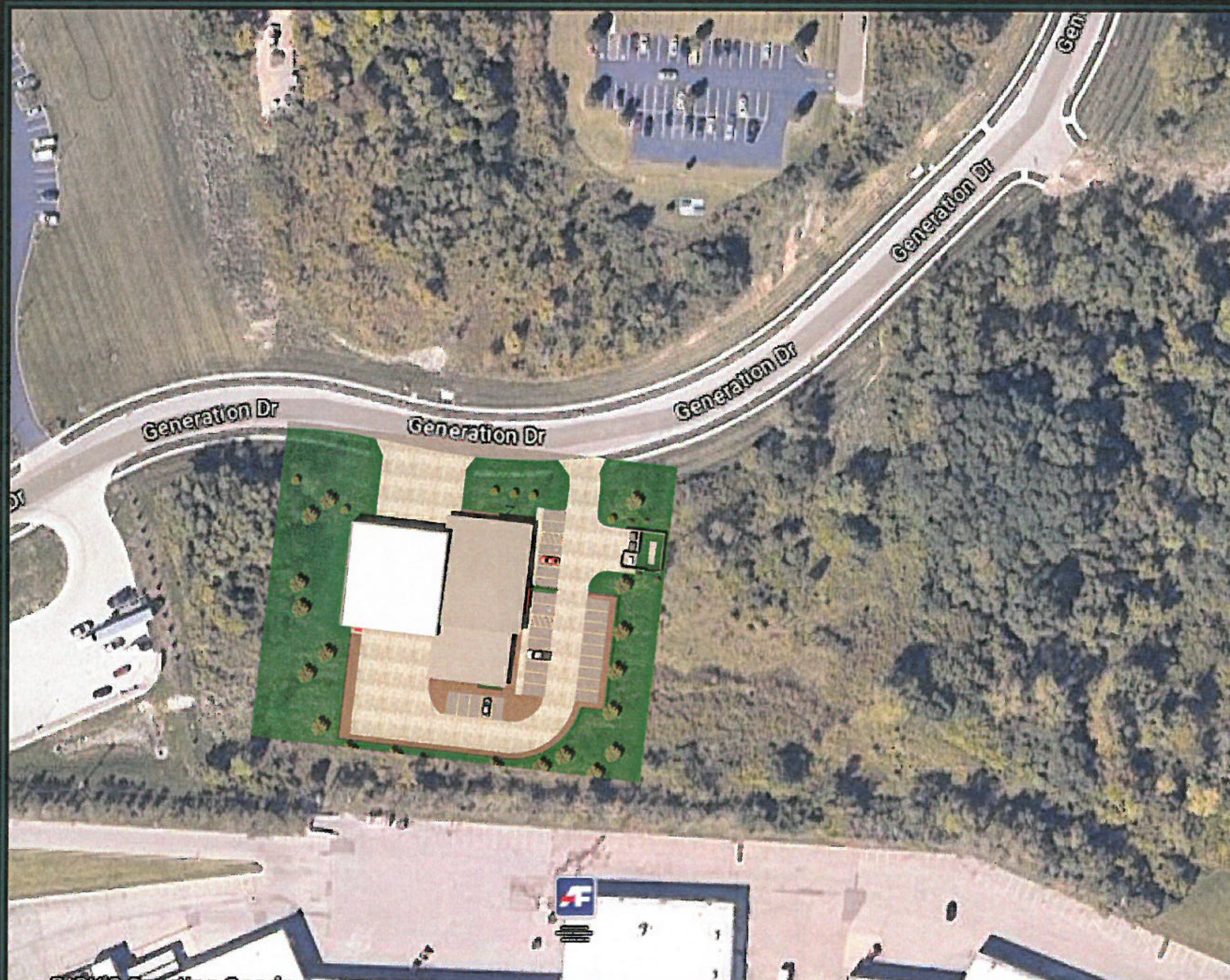


Generation Drive

Station 102

Generation Drive

Station 102

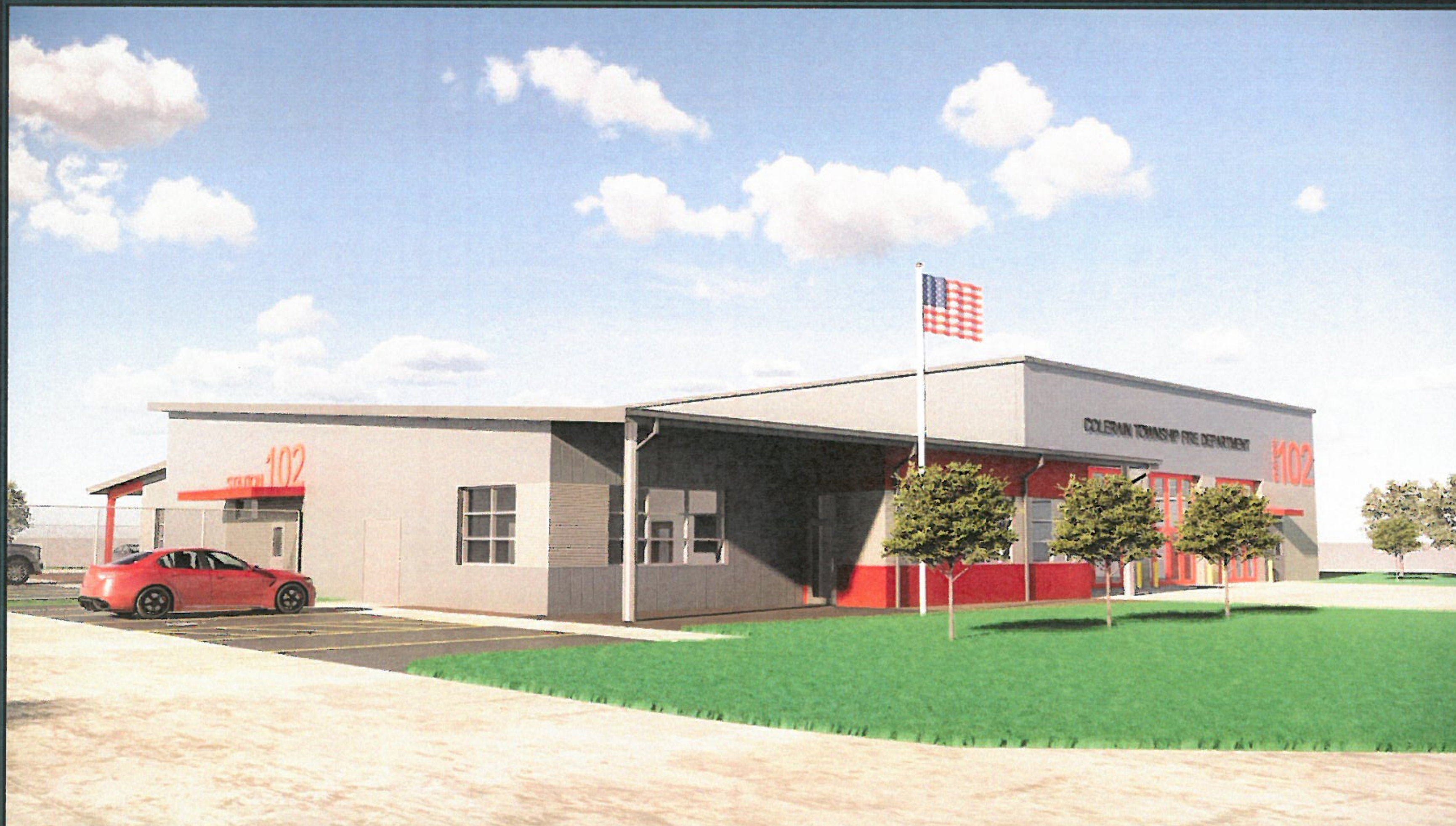


Generation Drive

Station 102

Generation Drive

Station 102

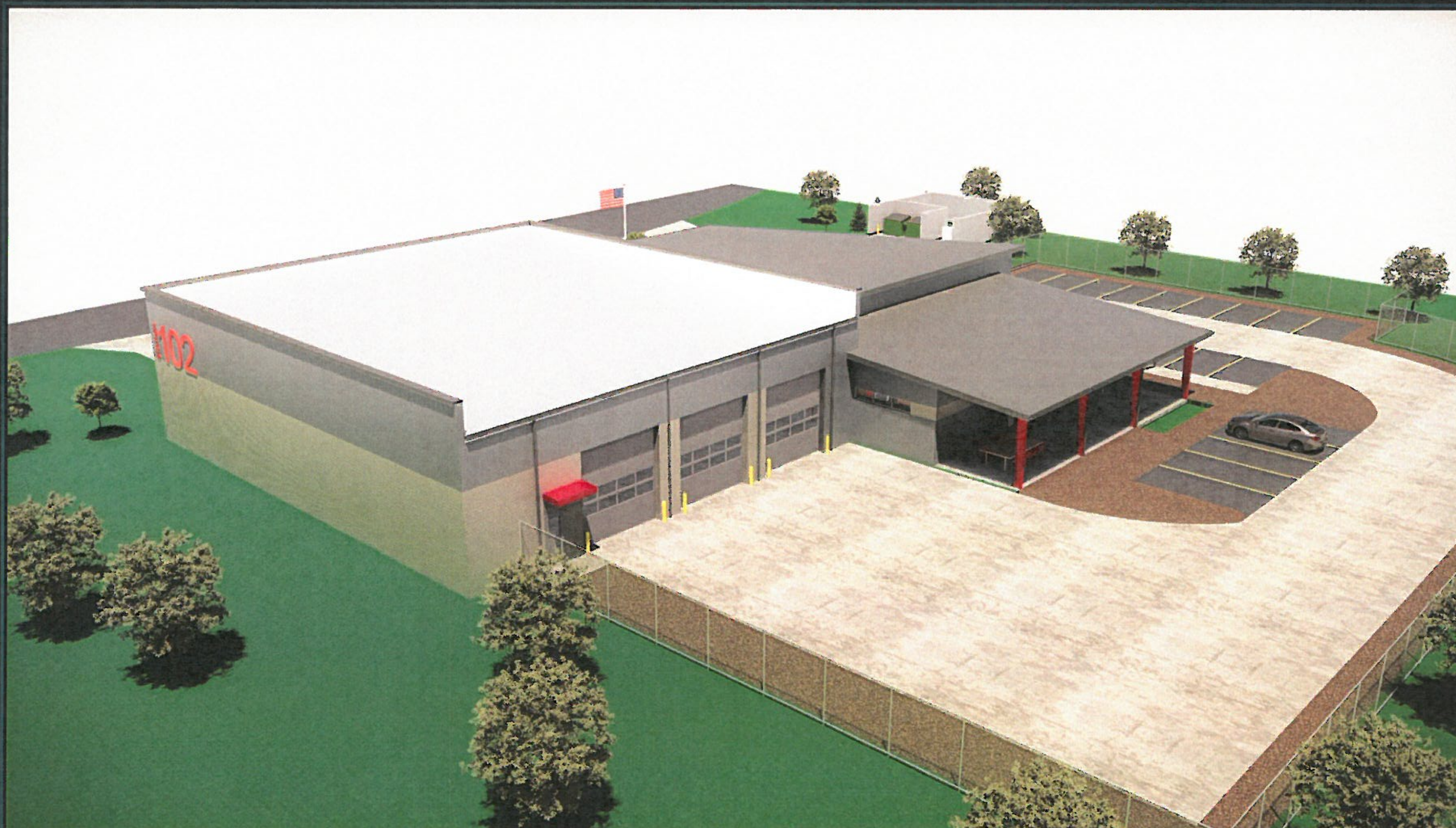


Generation Drive

Station 102

Generation Drive

Station 102



Generation Drive

Station 102

Generation Drive

Station 102

Generation Drive


Questions
THANK YOU!

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Business Façade Improvement Program Update
Repurposing/Exchanging Available Funds
Potential Alternative Projects Allowed by CDBG

- To be eligible to use Community Development Block Grant (CDBG) funds for matching grants to the Façade Improvement Program, applicant addresses must be in a Low to Moderate Income Population Tract of 50% or greater.

  Of the four (4) potential façade improvement projects to consider, some more worthy than others, none (0) qualify.
  - Northbrook Shopping Center, 9529 Adams Road – 47.64%
  - Print Craft, 8045 Colerain Avenue – 35.02%
  - Richie's Chicken, 8265 Colerain Avenue – 36.56%
  - Grace of India, 6900 Cheviot Road – 35.02%

- OPTIONS: Use CDBG funds to cover eligible expenses that were originally going to be paid for with General Fund dollars. This frees up the GF dollars to help with the most worthy projects.

  Other projects which CDBG funds could be use for include:

  - **Senior Centers** - Acquisition, construction, or rehabilitation of facilities (except permanent housing) for seniors. 03A may be used for a facility serving both the elderly and persons with disabilities, provided it is not intended primarily to serve persons with disabilities. If it is, use 03B instead.

  - **Neighborhood Facilities** - Acquisition, construction, or rehabilitation of facilities that are principally designed to serve a neighborhood and that will be used for social services or for multiple purposes (including recreation). Such facilities may include libraries and community centers.

  - **Parks, Recreational Facilities** - Development of open space areas or facilities intended primarily for recreational use.

  - **Parking Facilities** - Acquisition, construction, or rehabilitation of parking lots and parking garages. Use 03G if rehabilitation of a public facility or street improvement is