



## Minutes

October 24, 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)(1) to discuss the dismissal or demotion of employees and also in accordance with ORC section 121.22 (G)(3) to discuss pending or eminent litigation and also in accordance with ORC section 121.22 (G)(4) to discuss collective bargaining sessions with public employees concerning their compensation.

Motion Mr Wahlert, Seconded Mr Unger

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

Executive session convened at 6:01pm

Mr Baker, Jarod Alig and his attorney were asked to join.

Ms Ulrich called the meeting back to order at 7:00pm

All trustees and the fiscal officer were present.

The law director informed the board that despite not properly filing an appeal to his termination under Colerain Policy 1.14, Mr Alig was provided an opportunity to appear today to explain to the trustees in executive session why he should not have been recently terminated without cause. He and his attorney failed to timely appear for that opportunity and for the executive session at 6:15pm on today's date. Thus Mr. Alig has chosen not to participate in this hearing and given that no hearing occurred under Colerain Policy 1.14 and no explanation was provided to the trustees by Mr. Alig, this appeal shall be deemed moot and or denied.

**3. Pledge of Allegiance 7PM**

All recited the Pledge of Allegiance

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

**5. Approval of Minutes**

Motion to approve the minutes from the special meeting of the board of trustees on October 10, 2023

Motion Mr Unger, Seconded Mr Wahlert

All voted Yes. Minutes approved.

Motion to approve the minutes from the regular meeting of the board of trustees on October 10, 2023

Motion Mr Wahlert, Seconded Mr Unger

All voted Yes. Minutes approved.



## 6. Presentations

### a. Proclamation - Recognizing Diwali in Colerain Township

Mr Weckbach recommended ADOPTION of the Proclamation.

Rationale: Diwali is a day of significance for all Hindus across the globe. Colerain has a large population of Hindu residents and it is of importance to the Trustees to recognize and celebrate this day of significance. Diwali occurs on November 12, 2023.

The proclamation was read into record by Ms Ulrich.

Motion to approve proclamation Mr Unger, Seconded Mr Unger

All voted Yes. Proclamation approved,

### b. Retirement Proclamation - Police Officer Steven Karwisch

Chief Cordie recommended ADOPTION of the Proclamation.

Rationale: Recognize Police Officer Steven Karwisch for his 31.5 years of service to the community as he retires on October 31, 2023.

Mr Unger read the proclamation into the record.

Motion to approve proclamation Mr Unger, Seconded Mr Wahlert

All voted Yes. Proclamation approved.

Mr Wahlert read an acknowledgement from the Ohio General Assembly recognizing Police Officer Steven Karwisch.

Motion to amend the agenda adding section C to presentations for an update on Fire Station 26, Mr Wahlert, seconded Mr Unger.

All voted Yes. Agenda amended adding section C in presentations.

### C. Update on Groesbeck Park/Fire Station 26.

Mr Weckbach gave an update on the progress at Fire Station 26, including:

Site Selection Process

- \* RFP for public private partnership

- \* Site options (Wert Park, Blanchetta Drive, Groesbeck Park)

Decision Factors

Alternative homes to Colerain Youth Football

Park/Field Issues

Station 26 Site Plan

## 7. Public Hearings

### a. Public Hearing for Zoning Commission Case ZA2023.12, Zoning Text Amendment to Prohibit Recreational Marijuana.

Mr Miller gave an overview of Zoning Case ZA2023.12.



Motion to open the public hearing Mr Wahlert, Seconded Mr Unger  
All voted Yes. Public Hearing opened.  
The Law Director swore in all those who wished to speak.

Shawn Spencer - He said he doesn't know why the recreational marijuana thing was voted down. He said it seems you're throwing money away. He thinks it would generate revenue, which would pay for more police.

Carrie Davis - She said you're not going to stop people from smoking weed in Colerain Township. She's concerned with the appointments to the zoning commission. She said it would bring revenue into the township.

Debbie Hoerst - She agrees with Mr Spencer and Ms Davis. This would profit Colerain Township. She said people that it would benefit shouldn't have to go outside the township. She thinks the board should not ban it.

Motion to close the public hearing Mr Wahlert, Seconded Mr Unger  
All voted Yes. Public hearing closed.

**8. Citizens Address**

Carrie Davis - She made comments about continuing education credits for the fiscal officer. She also commented on the fire house (Station 26) and that she feels there hasn't been a discussion.

Sandy Ulrich - She thanked the trustees for the good job they're doing. She also commented on the good work that has been done to clean up the township. She also thanked the police department and for the citizens police academy it offers. She said she is amazed at the negative comments that are made at trustee meetings. She said those people making comments should learn the facts.

Shawn Spencer - He commented that there needs to be more police on the streets. He made comments about 9936 Loralinda and the issues there.

Debbie Hoerst - She made comments about 9936 Loralinda and the issues there. She also made comments about crime and that nothing is positive here.

Kathy Mohr - She commented on special meetings. She commented that she has not received employment applications that she requested.

**9. Administrative Reports**

Mr Weckbach - In response to some citizen comments:

9936 Loralinda - This property has been declared a nuisance and there are limited actions we can take based on the ORC. The property has been abated several times.

Colerain Youth Football - The person in charge of the program did not want a public discussion.

Job applications - We stopped using a paper application form in 2019. The application profile on line is what is used as the application. Ms Mohr has been provided those records.



**10. Trustees' Report**

Mr Unger - There was a wonderful groundbreaking this evening on Clara Ave. for the new fire station. It's time to modernize these fire stations. There are 4 assessments for nearly \$20,000 on property on Loralinda. He mentioned the fake affidavit provided to the board earlier. He also asked that any candidates, other than Mr Wahlert and Mr Baker to stand up and introduce themselves. No one stood. He spoke about a property on Cornwall and the issues there.

Ms Ulrich - She spoke about attending continuing education classes with the fiscal officer so she's not sure where Ms Davis is getting her information. She commended Ms Hoerst and her efforts to clean up Colerain. She mentioned that her family has also spent a lot of time helping clean up trash. She wished everyone a safe and happy Halloween.

Mr Wahlert - He spoke about how frustrating the situation is at the Loralinda property and that he speaks with someone at the township at least once a day. He spoke about property rights and that we can't just go take the property.

**11. New Business**

**Public Safety**

**a. Resolution Approving Adoption of the Hamilton County Multi-Hazard Mitigation Plan**

Chief Walls recommended ADOPTION of Resolution #147-23.

Rationale: Hamilton County will update the Hazard Mitigation Plan every five to ten years. This most recent update is requested to be approved by Colerain Township. Adopting this plan will allow the Township to remain in compliance with state and federal EMA regulations, thereby allowing our community to be eligible for funds through grants and as part of any disaster response. The proposed plan can be viewed online at this link:

<https://cdnsm5->

[hosted.civiclive.com/UserFiles/Servers/Server\\_3788196/File/Government/Departments/EMA/Planning/2023-Hamilton-County-Multi-Hazard-Mitigation-Plan-\(MHMP\).pd](https://cdnsm5-hosted.civiclive.com/UserFiles/Servers/Server_3788196/File/Government/Departments/EMA/Planning/2023-Hamilton-County-Multi-Hazard-Mitigation-Plan-(MHMP).pd)

Motion Mr Wahlert, Seconded Ms Ulrich

Discussion:

Mr Wahlert - I noticed, it's interesting that they plan for every possibility.

Mr Weckbach - The two big things for Colerain are communicating emergency disaster and preparedness and the other is evaluating sites as master shelters.

Chief Walls - An important take away is that, with adoption, we're eligible for those disaster relief funds.

Mr Unger - We have a plan. It lists a lot of things in those thousand pages.

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

Resolution passed.

**b. Motion Authorizing Township Administrator to Execute an Agreement with Terracon for Site Testing Services during Construction at Station 26 and Station 102 in a total amount of \$62,050**

Mr Weckbach recommended ADOPTION of the Motion.

# COLERAIN

TOWNSHIP - OHIO

Rationale: The attached agreement with Terracon will allow for site and soil testing throughout the duration of the construction of Station 26 and Station 102. The total cost is \$62,050 and this cost was planned for as part of the overall total project costs and will be paid for from soft costs.

Motion Mr Unger, Seconded Mr Wahlert

Discussion:

Mr Unger - This is soil testing to determine if it needs subgrade stabilization.

All voted Yes. Motion approved.

c. Resolution Declaring Nuisance and Ordering Abatement

Chief Cordie recommended ADOPTION of Resolution #148-23.

Rationale: This resolution allows for the removal of uncontrolled vegetation and/or refuse at the following properties: 10534 Breedshill Dr. 510-0032-0060-0010023 Crusader Dr. 510-0041-0148-00 3095 Lapland Dr. 510-0070-0108-009936 Loralinda Dr. 510-0112-0206-003045 West Galbraith Rd. 510-0071-0082-003091 West Galbraith Rd. 510-0071-0079-00 All properties that are abated by the Township will have their property taxes assessed in order to reimburse the Township for the abatement services. This resolution and the Township's abatement process comport with the Ohio Revised Code for nuisance violations. Motion Mr Unger, Seconded Ms Ulrich Discussion:

Mr Weckbach - 9936 Loralinda is on there again, because the old nuisance is set to expire.

Mr Unger - As I stated, contrary to what was stated during the citizens' address, there was nearly \$20,000 in assessments to that property and I suspect we'll be adding to that.

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

Resolution passed.

d. Resolution Declaring a Junk Motor Vehicle - 3081 Glenaire Dr. - 1 of 2

Chief Cordie recommended ADOPTION of Resolution #149-23.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 3081 Glenaire Dr. Cincinnati, OH 45251 1. (OH) 223XKB, 2005, BLACK, FORD, FOCUS. Motion Mr Wahlert, Seconded Ms Ulrich

No discussion.

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

Resolution passed.

e. Resolution Declaring a Junk Motor Vehicle - 8863 Planet Dr. - 2 of 2 Chief Cordie recommended ADOPTION of Resolution #150-23.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 8863 Planet Dr. Cincinnati, OH 45231 1. (OH) GZE1075, 2014,



BLACK, DODGE, DART.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

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

Resolution passed.

### **Development**

- a. Resolution Approving or Denying Zoning Commission Case ZA2023--12, Zoning Text Amendment to the Colerain Township Zoning Resolution to Prohibit Recreational Marijuana  
Mr Miller recommended ADOPTION of Resolution #151-23.

Rationale: The Colerain Township Zoning Resolution currently prohibits Medical Marijuana in all Business Zoning Districts. This Zoning Text Amendment will prohibit the issuance of Zoning Certificates for any use(s) related to the cultivation, processing, or retail sales of Recreational Marijuana in all business, office, and industrial zones. Additionally, marijuana is currently listed as a Schedule 1 drug under federal law and passage of this Resolution aligns the Colerain Township Zoning Resolution with federal law.

Motion to Approve Resolution Mr Unger, Seconded Mr Wahlert

Discussion:

Mr Unger - Marijuana is still federally illegal. Different states have different rules on it. Car insurance rates are much higher in states that have legalized marijuana. There's no standard set for DUI's for marijuana. It's funny that we want to encourage people to start smoking marijuana. There's talk about money that we get, but I would rather people drive somewhere else.

Ms Ulrich - I agree that there are medical uses for it. It's not defined as to who would get the money.

Mr Wahlert - There are facts and there are opinions. A 2019 study done in Denver found that neighborhoods with dispensaries saw increased crime rates from 26% to 100%. A study by John Jay College said recreational dispensaries saw higher levels of property crime and higher levels of drug crimes.

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

Resolution Approving Zoning Case ZA2023-12 passed.

### **12. Old Business**

### **13. Consent Items**

- a. Contract - Fraternal Order of Police - Extension Agreement -EXP043024

Due to scheduling conflicts, the Township and FOP were delayed in starting negotiations for the existing FOP contracts for Police Officers and Sergeants that is set to expire on December 31, 2023. This agreement is a precaution to extend the agreement through April 30, 2024 if the parties are not able to come to terms before year end.

- b. Engagement Letter- Plattenburg & Associates- 2023 Financial Statement Preparation - \$7,000

# COLERAIN

TOWNSHIP - OHIO

This letter would engage Plattenburg to assist the Township with the preparation of its financial statements for 2023. The preparation of the statements requires the review and synthesis of the raw information generated from the Township's accounting software to comply with state law, guidance offered by the Auditor of State, and the Governmental Accounting Standards Board. The scope of work also allows for Plattenburg to assist with responses to questions raised as part of the 2023 audit. This contract is set at an amount not to exceed \$7,000.

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

**14. Fiscal Office Report**

In response to the citizen comments.

The Candidate Forum - No statement was made regarding not being able to find training. Also, I was there by myself, my opponent wasn't there.

Continuing education credits - I wouldn't be able to be here if the necessary training wasn't completed. There is a minimum of 6 hours of credits required each year and those have been met. I question the comments, reasoning and timing of these comments, but I think we can all draw an easy conclusion to those comments.

Mr Unger - Those records would be with the State of Ohio and not within our records correct?

Mr Baker - That is correct.

Mr Unger - You made a comment that you were at the candidate forum hosted by Waycross by yourself. Why were you there by yourself?

Mr Baker - I was the only one that showed up. The other candidate, who hasn't been here either, didn't show up.

**15. Executive Session – if needed**

Not needed.

**16. Adjournment**

Motion to adjourn Mr Wahlert, Seconded Mr Unger

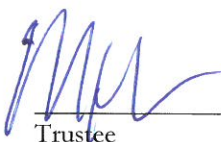
All voted Yes. Meeting adjourned at 8:47pm.



Fiscal Officer



Trustee



Trustee



Trustee

**PROCLAMATION  
RECOGNIZING DIWALI IN COLERAIN TOWNSHIP  
NOVEMBER 12, 2023**

Hamilton

..... County, Ohio

Colerain

**Be It Proclaimed** by the Township Trustees of ..... Township, that

**WHEREAS**, the Hindu American Foundation and over one billion Hindus worldwide observe the festival of Diwali, the "Festival of Lights"; and

**WHEREAS**, recognizing the historical significance of Diwali, the US Congress passed a resolution in 2007 to celebrate this day of significance, which has been a part of official White House celebrations since 2007; and

**WHEREAS**, Diwali renews the commitment to upholding the values of truth, non-harm, charitable giving, and community service; and

**WHEREAS**, Diwali is a time to recognize the light in our lives that manifest itself in the form of knowledge, peace, compassion, and wellbeing; and

**WHEREAS**, there is a sizable population of Hindus that have made Colerain their home, many of whom originate from Bhutan, Nepal, and India; and

**WHEREAS**, Colerain wishes to recognize all of those with a Hindu American heritage and proudly resolves to celebrate Diwali every year.

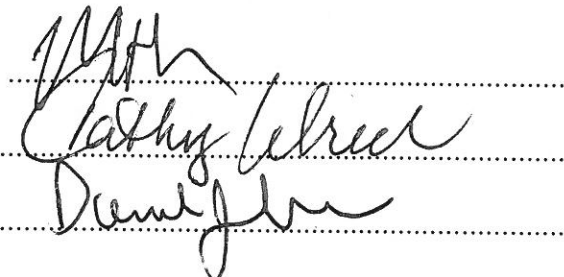
Be it Proclaimed that the Colerain Township Board of Trustees does hereby recognize November 12, 2023 Diwali in Colerain Township and supports its message of the victory of good over evil, which resonates with the American spirit.

Adopted the 24th day of October 2023

Attest .....



Fiscal Officer



Township Trustees

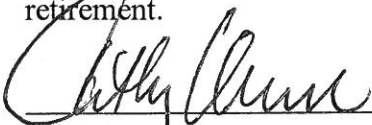
**PROCLAMATION FOR  
POLICE OFFICER STEVEN B. KARWISCH  
FOR HIS YEARS OF DEDICATED SERVICE  
TO COLERAIN TOWNSHIP, OHIO**

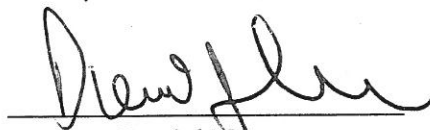


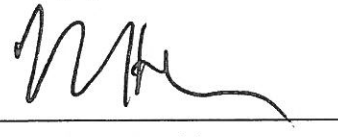
- Whereas** Police Officer Steven B. Karwisch was hired on May 3<sup>rd</sup> of 1992, as an employee of the Colerain Township Police; and
- Whereas** Police Officer Steven B. Karwisch has demonstrated professionalism, allegiance, service, commitment, and excellence through his contributions as a police officer, leader, mentor, colleague, and friend during his tenure with the Department; and
- Whereas** Police Officer Steven B. Karwisch retires on October 31, 2023, after 31.5 years of commendable dedication as a police officer to the Colerain Township community.

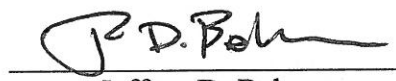
Therefore, be it resolved, that the Colerain Township Board of Trustees recognizes Police Officer Steven B. Karwisch as an outstanding employee and that he contributed greatly to our community during his long tenure of public service.

Be it further resolved that in recognition of all that Police Officer Steven B. Karwisch has done for Colerain Township, the Colerain Township Board of Trustees hereby proclaim Tuesday, October 31<sup>st</sup>, 2023, as a special day of recognition for Steve Karwisch to acknowledge his contributions to our community and wish him continued success and the enjoyment of retirement.

  
Cathy Ulrich  
Trustee

  
Daniel Unger  
Trustee

  
Matt Wahlert  
Trustee

  
Jeffrey D. Baker  
Fiscal Officer

Date: October 24, 2023

Kathy Mohr- request of records to be attached to the minutes

Request provided documents be attached to 10.24.2023 minutes:

Open Meetings Act- Content of Minutes. (Page 113)

Open Meetings Act- Special meetings. (Page 105)

Special meeting notices with no purpose stated.

Application for Employment

Policies and Procedures Employment Process Policy-

Application for Employment

Applicant profiles submitted when applying for job position

Ohio Public Records Act- list of employee public records

Email from Fiscal officer regarding employment applications

# The Ohio Open Meetings Act

## Chapter Eight: Duties of a Public Body

### 3. Notice by publication

Courts have found that publication of meeting information in a newspaper is one reasonable method of noticing the public of its meetings.<sup>1048</sup> This method, however, does not satisfy the notice requirement if the public body does not have a rule providing for it or if the newspaper has discretion not to publish the information.<sup>1049</sup> Courts have addressed situations in which the media misprints meeting information and have not found a violation of the notice requirement.<sup>1050</sup> Many public bodies that adopt some other means of notice by rule also notify their local media of all regular, special, and emergency meetings as a courtesy.

### C. Minutes

#### 1. Content of minutes

A public body must keep full and accurate minutes of its meetings.<sup>1051</sup> Those minutes are not required to be a verbatim transcript of the proceedings, but they must include enough facts and information to permit the public to understand and appreciate the rationale behind the public body's decisions.<sup>1052</sup> The Ohio Supreme Court has held that minutes must include more than a record of roll call votes, and that minutes are inadequate when they contain inaccuracies that are not corrected.<sup>1053</sup> A public body cannot rely on sources other than their approved minutes to argue that their minutes contain a full and accurate record of their proceedings.<sup>1054</sup>

Because executive sessions are not open to the public, the meeting minutes need to reflect only the general subject matter of the executive session via the motion to convene the session for a permissible purpose or purposes (see "Executive Session," discussed later in Chapter Nine).<sup>1055</sup> Including details of members' pre-vote discussion following an executive session may prove helpful, though. At least one court has found that the lack of pre-vote comments reflected by the minutes supported the trial court's conclusion that the public body's discussion of the pros and cons of the matter at issue must have improperly occurred during executive session.<sup>1056</sup>

#### 2. Making minutes available "promptly" as a public record

A public body must promptly prepare, file, and make available its minutes for public inspection.<sup>1057</sup> The term "promptly" is not defined. One court has adopted the definition applied by courts to the Public Records Act (without delay and with reasonable speed, depending on the facts of each case), to define that term in the Open Meetings Act.<sup>1058</sup> The final version of the official minutes approved by members of the public body is a public record.<sup>1059</sup> Note that a draft version of the meeting minutes that the public body circulates for approval,<sup>1060</sup> as well as the clerk's handwritten notes used to draft minutes,<sup>1061</sup> may also be public records.

#### 3. Medium on which minutes are kept

Because neither the Open Meetings Act nor the Public Records Act addresses the medium on which a public body must keep the official meeting minutes, a public body may make this determination for itself. Some public bodies document that choice by adopting a formal rule or by passing a resolution or motion at a meeting.<sup>1062</sup> Many public bodies make a contemporaneous audio recording of the meeting to use as a back-up in preparing written official minutes. The Ohio Attorney General has opined that such a recording constitutes a public record that the public body must make available for inspection upon request.<sup>1063</sup>

### D. Modified Duties of Public Bodies under Special Circumstances

#### 1. Declared emergency<sup>1064</sup>

During a declared emergency, R.C. 5502.24(B) provides a limited exemption to fulfilling the requirements of the Open Meetings Act. If, due to a declared emergency, it becomes "imprudent, inexpedient, or impossible to conduct the affairs of local government at the regular or usual place,"

# The Ohio Open Meetings Act

## Chapter Eight: Duties of a Public Body

### B. Notice

Every public body must establish, by rule, a reasonable method for notifying the public in advance of its meetings.<sup>987</sup> The public body's notice rule must provide for "notice that is consistent and actually reaches the public."<sup>988</sup> The requirements for proper notice vary depending upon the type of meeting a public body is conducting, as detailed in this section.

#### 1. Types of meetings and notice requirements

##### a. Regular meetings

"Regular meetings" are those held at prescheduled intervals, such as monthly or annual meetings.<sup>989</sup> A public body must establish, by rule, a reasonable method that allows the public to determine the time and place of regular meetings.<sup>990</sup>

##### b. Special meetings

A "special meeting" is any meeting other than a regular meeting.<sup>991</sup> A public body must establish, by rule, a reasonable method that allows the public to determine the time, place, and purpose of special meetings<sup>992</sup> and conforms with the following requirements:

- Public bodies must provide at least 24-hours advance notification of special meetings to all media outlets that have requested such notification,<sup>993</sup> except in the event of an emergency requiring immediate official action (see "emergency meetings," below).
- When a public body holds a special meeting to discuss particular issues, the statement of the meeting's purpose must specifically indicate those issues, and the public body may only discuss those specified issues at that meeting.<sup>994</sup> When a special meeting is simply a rescheduled "regular" meeting occurring at a different time, the statement of the meeting's purpose may be for "general purposes."<sup>995</sup> Discussing matters at a special meeting that were not disclosed in the notice of purpose, either in open session or executive session, is a violation of the Open Meetings Act.<sup>996</sup>

##### c. Emergency meetings

An emergency meeting is a type of special meeting that a public body convenes when a situation requires immediate official action.<sup>997</sup> Rather than the 24-hours advance notice usually required, a public body scheduling an emergency meeting must **immediately** notify all media outlets that have specifically requested such notice of the time, place, and purpose of the emergency meeting.<sup>998</sup> The purpose statement must comport with the specificity requirements discussed above.

#### 2. Rules requirements

The Open Meetings Act requires every public body to adopt rules establishing reasonable methods for the public to determine the time and place of all regularly scheduled meetings, and the time, place, and purpose of all special meetings.<sup>999</sup> Those rules must include a provision for any person, upon request and payment of a reasonable fee, to obtain reasonable advance notification of all meetings at which any specific type of public business is to be discussed.<sup>1000</sup> The statute suggests that provisions for advance notification may include mailing the agenda of meetings to all subscribers on a mailing list or mailing notices in self-addressed, stamped envelopes provided by the person requesting notice.<sup>1001</sup>

#### 3. Notice by publication

Courts have found that publication of meeting information in a newspaper is one reasonable method of noticing the public of its meetings.<sup>1002</sup> This method, however, does not satisfy the notice requirement if the public body does not have a rule providing for it or if the newspaper has discretion not to publish the information.<sup>1003</sup> Courts have addressed situations in which the media

## 1.3 COLERAIN TOWNSHIP EMPLOYMENT PROCESS POLICY

### PURPOSE

This policy is intended to provide consistent guidelines for all departments to consider when posting for and hiring a new employee. The Township intends to provide all applicants a fair and equal opportunity for employment and employment will be based on merit.

### POSTING OF JOBS AND INITIAL REVIEWS

#### 1. Notice of Vacancy or Availability of Position

- a. Notices of all open positions (with examination information if required) may be published by posting in Department Offices (for current employees and public viewing) and in such other places and through such other media as the Township Administrator deems advisable for such period of time as appropriate. All notices must carry the phrase "An Equal Opportunity Employer."

#### 2. Application for Employment

- a. In order to be considered for employment with Colerain Township, an applicant must submit a signed, formal application, using a form provided by the Township. The Township Administrator or his or her designee may require applicants to submit additional information. The application forms may require information about education, training, experience, references, work history, and other pertinent information. The Township may require examination or certification by one or more of the following: physical examination, psychological examination, fingerprinting and criminal background check.

#### 3. Disqualification by Application

- a. The Township Administrator or his or her designee may reject any application which indicates on its face that the applicant does not possess the minimum qualifications required for the position applied for. The Township Administrator or his or her designee may also reject an application for other causes sufficient to affect the performance requirements of the position or compromise the integrity of the Township, including, but not limited to, unsatisfactory driving record, false statements or omissions on the application or accompanying materials, or deception or fraud during the application process.

#### 4. Competitive Examination

- a. The Township may use a competitive examination as a method to ascertain the merit and fitness of applicants to perform the position's tasks. The examination may be written, oral, physical, or performance testing, or any combination thereof. All examinations shall be

From: Colerain Township [cerkladmin@colerain.org](mailto:cerkladmin@colerain.org)  
Subject: 7/25/2023 - Regular Meeting of The Board of  
Trustees - Agenda link  
Date: Jul 21, 2023 at 4:30:24 PM  
To: Kathy Mohr [mohr.kj@icloud.com](mailto:mohr.kj@icloud.com)

Colerain Township  
Board of Trustees  
Meeting - Agenda Link

*Purpose  
of special  
mtg?*

The Colerain Township Board of Trustees will meet Tuesday, July 25th, 2023 at 6:00 p.m., in the Trustees' Chamber for a Special Meeting of the Board of Trustees, 4200 Springdale Road, Colerain Township, Ohio 45251. The Regular Meeting of The Board of Trustees will follow at 7:00 p.m.



To better engage with residents, some Department Directors will be available for questions from 6-7 p.m.

If you have any questions, please contact the Administration Department at 513.385.7500.

[Link to Agendas](#)

[Read More](#)

### **Watch Colerain Township Trustees Meeting LIVE**

You can watch the next Colerain Township Trustees meeting LIVE on cable or online. The meeting will air at 7 p.m. on Spectrum Channel 4 and Fioptics Channel 854. The link to watch online is [www.waycross.tv/colerain](http://www.waycross.tv/colerain).

You can also watch past meetings online anytime at [www.waycross.tv/colerain](http://www.waycross.tv/colerain), as well as on Spectrum Cable Channel 4 and Fioptics Channel 854 at the following times:

From: Colerain Township [htracey@colerain.org](mailto:htracey@colerain.org)  
Subject: Special Meeting - Zoning Commission  
Date: Oct 24, 2023 at 12:00:03 PM  
To: Kathy Mohr [mohr.kj@icloud.com](mailto:mohr.kj@icloud.com)

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Libert Government, Inc. sent you and Kathy Mohr an email from Colerain Township, and the Kathy

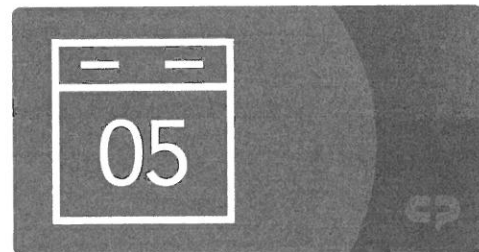


## Recommended For You

100% Match

### Special Meeting - Zoning Commission

Event date: November 2, 2023 Event Time:  
06:00 PM - 07:00 PM Location: 4200  
Springdale Road Trustee Chambers  
Cincinnati, OH 45251



[Read More](#)

## Upcoming Events

**Nov 2** **11/2/23 - 6:00 PM - Zoning Commission Special**  
6:00 PM **Mee...**

4200 Springdale Rd, Cincinnati, OH 45251, USA

[View](#)

# Received as job applications

Job Postings Applicant Detail

**McElravy, Jr., Jeff**

**Home Phone:**

**Email:** jeffmcelravy@gmail.com

**Job Title:**

## Contact Information

**Address:** 6186 Tulane Road

**Mobile:** 5138843070

**Application Date:**

**City:** Cincinnati

**Applicant Status:** I am authorized to work in this country for any employer.

**State:** OH

**Zip:** 45212

## Additional Information

**Question**

**Answer**

## Skills

**Skill Category**

**Skill**

## Education

| Level                     | School / Certification                                        | Degree / Other Description        |
|---------------------------|---------------------------------------------------------------|-----------------------------------|
| Master's Degree           | Indiana University School of Public and Environmental Affairs | MPA- public finance concentration |
| Bachelor's Degree         | Ohio State University                                         | BA- Political Science             |
| High School or equivalent | Walnut Hills High School                                      | Diploma                           |

## Work History

**Managing Director**

|                    |                                                                    |                          |            |
|--------------------|--------------------------------------------------------------------|--------------------------|------------|
| <b>Start Date:</b> | 08/01/2016                                                         | <b>Bus. Phone:</b>       | 5134212133 |
| <b>End Date:</b>   |                                                                    | <b>Supervisor:</b>       | Tom Neyer  |
| <b>Company:</b>    | Neyer Holdings/Saint Francis Group                                 | <b>Supervisor Phone:</b> |            |
| <b>Bus. Type:</b>  | Commercial Real Estate Development/Economic Development Consulting | <b>Salary Start:</b>     |            |
| <b>Location:</b>   | 646 Main St, Ste. 200, Cincinnati, OH 45202                        | <b>Salary End:</b>       |            |

**Managing Director**

**Work Desc:**

Lead a team of real estate and economic development consultants focused on strengthening communities by unlocking the unrealized economic value of neglected or underutilized real estate.

Craft strategies, policies, and projects that attract investment and grow the local revenue base for public sector clients.

Identify, diligence, structure and execute catalytic real estate projects for public and private clients and for Neyer Holdings.

Lead the engagement with elected officials, municipal staff, community groups, press, and the general public.

**Reason for leaving:**

Still employed with Neyer Holdings. Please do not contact them.

**Multiple, including Interim Department Director**

**Start Date:** 08/01/2004

**End Date:** 04/01/2015

**Company:** City of Cincinnati

**Bus. Type:** Municipal Government

**Location:** 805 Central Avenue, Cincinnati, OH 45202

**Bus. Phone:**

**Supervisor:** Multiple

**Supervisor Phone:**

**Salary Start:**

**Salary End:**

**Multiple, including  
Interim Department  
Director****Work Desc:**

In a series of increasingly senior roles, led projects that resulted in \$636 million in capital investment and the recruitment and retention of over 15,000 jobs, culminating in 1.5 years as the interim director of the Cincinnati's department responsible for economic and community development, housing development, property maintenance and code enforcement, parking, and human services.

Led the merger of two agencies with different cultures into a 100-person department.

Led the department's human resource efforts, including hiring, performance evaluation, and discipline. Reconfigured the table of organization to allocate resources toward front line service delivery. Rewrote position descriptions to attract the expertise needed to execute complicated real estate development projects. Managed represented and unrepresented employees, as well as classified and non-classified employees.

Managed an annual all funds budget of approximately \$50 million, including HUD funding, general fund resources, capital funds, and special revenue funds.

Proven collaborator leading cross-functional teams to ensure the timely delivery the public component of high-profile, large-scale economic development projects. Teams typically included professionals in finance, law, transportation, real estate, and utility delivery.

Effective communicator trusted to interact with elected officials, business and community leaders, local media, citizens, and other stakeholders.

More detail is included in my resume.

**Reason for leaving:** Change in administration.

**Senior Policy  
Analyst &  
Consultant**

**Start Date:** 05/01/2001

**Bus. Phone:**

**End Date:** 07/15/2004

**Supervisor:** Rowan Miranda

**Company:** Government  
Finance Officers  
Association

**Supervisor Phone:**

**Bus. Type:** Association for  
Public Finance  
Professionals

**Salary Start:**

**Location:** 203 North LaSalle  
Street, Chicago, IL  
60601

**Salary End:**

**Senior Policy  
Analyst &  
Consultant****Work Desc:**

Management consultant for the leading national authority on state and local government finance. Engagements for client communities focused on best practices in municipal budgeting, long-term financing planning, debt capacity benchmarking, and needs assessments for procurement of enterprise resource planning tools.

Served as an instructor for continuing education credit for member jurisdictions.

Co-authored articles in GFOA's journal, Government Finance Review, including, Debt Capacity Analysis for Local Governments, with Leo Yonghong Liang, October 2004 and What's Wrong with Budgeting? A Framework for Evaluating and Fixing Public Sector Financial Planning Processes, with Rowan Miranda and Peter Christensen, September 2003.

**Reason for leaving:** Recruited to City of Cincinnati.

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**References**

|                           |                     |                                                                                       |                    |                               |
|---------------------------|---------------------|---------------------------------------------------------------------------------------|--------------------|-------------------------------|
| <b>Name:</b> Scott Stiles | <b>Type:</b>        | Professional                                                                          | <b>Email:</b>      | sstiles@ci.garden-grove.ca.us |
|                           | <b>Job Title:</b>   | City Manager                                                                          | <b>Work Phone:</b> | 7147411775                    |
|                           | <b>Company:</b>     | City of Garden Grove, CA                                                              | <b>Cell Phone:</b> |                               |
|                           | <b>Years Known:</b> |                                                                                       | <b>Home Phone:</b> | 0                             |
| <b>Name:</b> Tim Riordan  | <b>Type:</b>        | Personal                                                                              | <b>Email:</b>      | triordan1@mac.com             |
|                           | <b>Job Title:</b>   | Former City Manager for Dayton and former Assistant City Manager and Finance Director | <b>Work Phone:</b> |                               |
|                           | <b>Company:</b>     | City of Dayton, OH                                                                    | <b>Cell Phone:</b> | 5134845448                    |
|                           | <b>Years Known:</b> |                                                                                       | <b>Home Phone:</b> | 0                             |
| <b>Name:</b> Bill Moller  | <b>Type:</b>        | Professional                                                                          | <b>Email:</b>      | mollerwe@gmail.com            |
|                           | <b>Job Title:</b>   | Former Assistant to City Manager and Finance Director                                 | <b>Work Phone:</b> |                               |
|                           | <b>Company:</b>     | City of Cincinnati, OH                                                                | <b>Cell Phone:</b> | 5134845448                    |
|                           | <b>Years Known:</b> |                                                                                       | <b>Home Phone:</b> | 0                             |

X

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Signature

Date

**Allen, Jennifer**

**Home Phone:** 5132662502

**Email:** jennallen0910@gmail.com

**Job Title:**

### Contact Information

**Address:** 2344 Norwood Avenue

**Mobile:** 5132662502

**City:** Norwood

**Application Date:**

**State:** OH

**Applicant Status:** I am authorized to work in this country for any employer.

**Zip:** 45212

### Additional Information

**Question**

**Answer**

### Skills

**Skill Category**

**Skill**

### Education

| Level             | School / Certification | Degree / Other Description |
|-------------------|------------------------|----------------------------|
| Master's Degree   | Kaplan University      | Business Administration    |
| Bachelor's Degree | Miami University       | Political Science          |

### Work History

|                          |                                                       |                                                                                                                                                                                                                                                                                                                                                                                                     |
|--------------------------|-------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Adjunct Professor</b> | <b>Start Date:</b> 11/01/2021                         | <b>Bus. Phone:</b>                                                                                                                                                                                                                                                                                                                                                                                  |
|                          | <b>End Date:</b>                                      | <b>Supervisor:</b>                                                                                                                                                                                                                                                                                                                                                                                  |
|                          | <b>Company:</b> Gateway Community & Technical College | <b>Supervisor Phone:</b>                                                                                                                                                                                                                                                                                                                                                                            |
|                          | <b>Bus. Type:</b>                                     | <b>Salary Start:</b>                                                                                                                                                                                                                                                                                                                                                                                |
|                          | <b>Location:</b> , Florence, UD                       | <b>Salary End:</b>                                                                                                                                                                                                                                                                                                                                                                                  |
|                          |                                                       | <b>Work Desc:</b> Teach supervisors and managers of companies leadership skills/tactics so that they can implement back in their respective organizations. Help empower leaders to use taught material and make change within their organization based upon materials discussed. Create and distribute materials using various platforms to ensure that all information is retained and applicable. |
|                          |                                                       | <b>Reason for leaving:</b> current employer                                                                                                                                                                                                                                                                                                                                                         |
| <b>Chief of Staff</b>    | <b>Start Date:</b> 01/05/2016                         | <b>Bus. Phone:</b>                                                                                                                                                                                                                                                                                                                                                                                  |

**Chief of Staff**

**End Date:** 03/31/2021

**Supervisor:**

**Company:** United Way of  
Greater Cincinnati

**Supervisor Phone:**

**Bus. Type:**

**Salary Start:**

**Location:** , Cincinnati, KY  
41011

**Salary End:**

**Work Desc:**

Plan and direct all senior administrative, financial, and operational activities for the organization's President & CEO. Organize and prioritizes critical issues and required information for the executive to facilitate efficient decision making. Acting as source point of contact and gatekeeper between top management and other stakeholders. Provide oversight and guidance to projects of high importance. Act as an advisor to the CEO on matters pertaining to strategy and personnel. Responsible for the management of executive support staff. Manage a departmental function within a broader corporate scope and function. Develop major goals to support broad functional objectives. Support development of and approval of policies developed within various sub-functions and departments. Provide comprehensive knowledge of the overall departmental function for the organization and its \$50 million-plus budget impacting more than 100 employees and over 140 agencies throughout Greater Cincinnati and Northern Kentucky.

**Reason for leaving:** New CEO brought her own Chief of Staff

**Senior  
Executive/Project  
Management  
Liaison**

**Start Date:** 01/12/2009

**Bus. Phone:**

**End Date:** 01/25/2016

**Supervisor:**

**Company:** Citigroup

**Supervisor Phone:**

**Bus. Type:**

**Salary Start:**

**Location:** , Florence, UD  
41011

**Salary End:**

**Senior  
Executive/Project  
Management  
Liaison****Work Desc:**

Assist in special projects including corporate accounts, redevelopment of surplus funds processes and corporate 25-year anniversary events. Serve as member engagement liaison for Citi Women's Network to encourage leadership among women and growth potential within the corporate structure. Serve as Senior Executive Assistant to the Director of North America Sales overseeing millions of accounts across North America totaling more than \$1 billion. Project and admin support to the Director of North America and a team of 10 managers located throughout North America. Coordinate all team meetings with agendas and collateral needs for meetings, travel/transportation logistics and conduct necessary follow-ups. Manage expense reports/budgets and ad hoc projects to enhance team success alongside coordination of multi-line conference systems and incoming visitors.

Focused attention to detail within critical roles as confidentiality and communication impacted organization profits and stock margins. Maintain responsibility for many roles and communicate effectively across all levels of leadership within organization. Ensure direct knowledge-transfer related to business through serving as onsite developer and instructor of college partnership to advance employee and organizational goals.

**Reason for leaving:** New opportunity with non-profit**References**

|                              |                                                       |                                           |
|------------------------------|-------------------------------------------------------|-------------------------------------------|
| <b>Name:</b> Christi Goodman | <b>Type:</b> Professional                             | <b>Email:</b> christi.goodman@kctcs.edu   |
|                              | <b>Job Title:</b> AVP of Workforce Solutions          | <b>Work Phone:</b> 8594421684             |
|                              | <b>Company:</b> Gateway Community & Technical College | <b>Cell Phone:</b> 8594629956             |
|                              | <b>Years Known:</b> 9                                 | <b>Home Phone:</b>                        |
| <b>Name:</b> Michael Johnson | <b>Type:</b> Professional                             | <b>Email:</b> michael_johnson2k@yahoo.com |
|                              | <b>Job Title:</b> CEO                                 | <b>Work Phone:</b>                        |
|                              | <b>Company:</b> Boys & Girls Club of Dane County      | <b>Cell Phone:</b> 3143359814             |
|                              | <b>Years Known:</b> 5                                 | <b>Home Phone:</b>                        |
| <b>Name:</b> Jennifer Ingram | <b>Type:</b> Professional                             | <b>Email:</b> jennifer@calibratedlens.com |
|                              | <b>Job Title:</b> CEO                                 | <b>Work Phone:</b>                        |
|                              | <b>Company:</b> Calibrated Lens                       | <b>Cell Phone:</b> 3139958623             |
|                              | <b>Years Known:</b> 3                                 | <b>Home Phone:</b>                        |

**X**

Signature

Date

**Bukhari, Abdullah**

**Home Phone:**

**Email:** bukhari.abe@gmail.com

**Job Title:**

### Contact Information

**Address:** 5400 Ventnor Ave

**Mobile:** 6094425911

**City:** Ventnor City

**Application Date:**

**State:** NJ

**Applicant Status:** I am authorized to work in this country for any employer.

**Zip:** 08406

### Additional Information

**Question**

**Answer**

### Skills

**Skill Category**

**Skill**

### Education

| Level             | School / Certification | Degree / Other Description    |
|-------------------|------------------------|-------------------------------|
| Master's Degree   | Wilmington University  | MBA                           |
| Bachelor's Degree | Stockton University    | Bachelors in Business Studies |

### Work History

|                                 |                    |                                         |                          |            |
|---------------------------------|--------------------|-----------------------------------------|--------------------------|------------|
| <b>Customer Success Manager</b> | <b>Start Date:</b> | 10/01/2019                              | <b>Bus. Phone:</b>       | 6096457333 |
|                                 | <b>End Date:</b>   |                                         | <b>Supervisor:</b>       | Dan Yee    |
|                                 | <b>Company:</b>    | Edmunds GovTech                         | <b>Supervisor Phone:</b> | 6096457333 |
|                                 | <b>Bus. Type:</b>  | Government Accounting Software Provider | <b>Salary Start:</b>     |            |
|                                 | <b>Location:</b>   | 301 Tilton Rd, Northfield, NJ 08225     | <b>Salary End:</b>       |            |

**Customer Success  
Manager****Work Desc:**

? Manage all post implementations activity for Enterprise Customers through strong relationship-building, product knowledge, planning and execution  
? Maintain a deep understanding of the product and speak with customers about the most relevant features/functionality for their specific business needs  
? Drive engagement, strong user adoption and churn mitigation  
? Increase customer retention by conducting regular check-ins, and perform quarterly health checks for strategic reviews  
? Track accounts to identify churn risk and work proactively to eliminate that risk  
? Cultivated and maintained long term relationships with customers to promote upselling  
? Managed portfolio of enterprise level client renewals ensuring on-time customer retention and high renewal rates

**Reason for leaving:** Currently employed looking to break into local government administration.

**System Support  
Specialist**

**Start Date:** 02/01/2017

**Bus. Phone:** 6097420815

**End Date:** 02/28/2021

**Supervisor:** Hadi Ali

**Company:** Brynmawr LLC

**Supervisor Phone:** 6094425911

**Bus. Type:** Real Estate

**Salary Start:**

**Location:** 3531 Pacific Ave ,  
Atlantic City, NJ  
08401

**Salary End:**

**Work Desc:**

Instituted clientele database for ease of access to documents, payments, and identification  
? Implemented policy changes to increase wellbeing and satisfaction of all customers  
? Provided strategic direction, developed, and managed customer loyalty programs, reduce disconnects and attain NPS goals.  
? Assisted in implementation of Salesforce & QuickBooks organization  
? Created detailed monthly reports covering a wide range of metrics and analyzed this information to influence future business growth  
? Assisted in training of new staff members

**Reason for leaving:** I had taken on additional responsibilities at Edmunds GovTech along with some professional courses that did not allow me the time to continue my role efficiently.

**Sales Manager**

**Start Date:** 10/01/2016

**Bus. Phone:** 6093452812

**End Date:** 10/01/2019

**Supervisor:** Leigh Morss

**Company:** Sunglass Hut

**Supervisor Phone:** 6093452812

**Bus. Type:** Retail Management **Salary Start:**

**Sales Manager**

**Location:** Tanger Outlets of  
Atlantic City,  
Atlantic City, NJ  
08401

**Salary End:**

**Work Desc:**

\$5 million in store's sales volume  
? Established plans and strategies to consistently grow  
business and expand client base  
? Focused on superior customer service and building  
relationships  
? Oversaw associate outreach to clients to generate  
repeat business  
? Contributed daily as a leader and mentor by  
communicating expectations for  
performance

**Reason for leaving:** Professional job opportunity after graduating with  
Bachelors in Business Studies.

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**References**

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|                              |                                          |                                       |
|------------------------------|------------------------------------------|---------------------------------------|
| <b>Name:</b> Daisey Callaway | <b>Type:</b> Professional                | <b>Email:</b> mickdaisey@netscape.net |
|                              | <b>Job Title:</b> Administrator          | <b>Work Phone:</b> 3026748142         |
|                              | <b>Company:</b> Dover's Children Village | <b>Cell Phone:</b> 3023316151         |
|                              | <b>Years Known:</b> 6                    | <b>Home Phone:</b>                    |
| <b>Name:</b> Dan Yee         | <b>Type:</b> Professional                | <b>Email:</b> DYee@edmundsgovtech.com |
|                              | <b>Job Title:</b> Finance Team Lead      | <b>Work Phone:</b> 6096457333         |
|                              | <b>Company:</b> Edmunds GovTech          | <b>Cell Phone:</b>                    |
|                              | <b>Years Known:</b> 4                    | <b>Home Phone:</b>                    |
| <b>Name:</b> Hadi Ali        | <b>Type:</b> Professional                | <b>Email:</b> aligroupnj@gmail.com    |
|                              | <b>Job Title:</b> Owner/Director         | <b>Work Phone:</b> 6094421594         |
|                              | <b>Company:</b> Brynmawr LLC             | <b>Cell Phone:</b>                    |
|                              | <b>Years Known:</b> 6                    | <b>Home Phone:</b>                    |



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Signature

Date

# The Ohio Public Records Act

## Chapter Six: Special Topics

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### Personnel Files

The following lists are not exhaustive, but are intended as a starting point for each public office in compiling lists appropriate to its employee records.

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#### *Items from Personnel Files that Are Subject to Release with Appropriate Redaction*

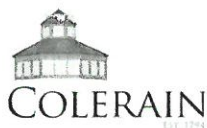
---

- Payroll records
  - Timesheets
  - Employment application forms
  - Resumes
  - Training course certificates
  - Position descriptions
  - Performance evaluations
  - Leave conversion forms
  - Letters of support or complaint
  - Forms documenting receipt of office policies, directives, etc.
  - Forms documenting hiring, promotions, job classification changes, separation, etc.
  - Background checks, other than LEADS throughput, NCIC, and CCH
  - Disciplinary investigation/action records, unless exempt from disclosure by law
  - Limited access files
- 

#### *Items from Personnel Files that May or Must Be Withheld*

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- Social security numbers (R.C. 149.43(A)(1)(dd), 149.45(A)(1)(a))
- Public employee home addresses, phone numbers, and personal email addresses, generally (as non-record)
- Residential and familial information of a peace officer, parole officer, probation officer, bailiff, prosecuting attorney, assistant prosecuting attorney, correctional employee, county or multicounty corrections officer, community-based correctional facility employee, youth services employee, firefighter, EMT, BCI investigator, EMS medical director or member of a cooperating physician advisory board, board of pharmacy employee, judge, magistrate, or federal law enforcement officer, other than residence address of prosecutor (see R.C. 149.43(A)(1)(p) and (A)(7)-(8))
- Employee ID numbers (if the number is part of the public office's security) (R.C. 149.433)
- Charitable deductions and employment benefit deductions such as health insurance (as non-records)
- Beneficiary information (as non-record)



## APPLICATION FOR EMPLOYMENT

ON LINE

Jan 23, 2019  
Dec 3, 2018  
Nov 29, 2018

Colerain Township considers applications without regard to race, color, religion, creed, sex, national origin, disability, sexual orientation, citizenship status or any other legally protected status.

### APPLICANT INFORMATION

|                                                            |                  |                               |                |
|------------------------------------------------------------|------------------|-------------------------------|----------------|
| Position applying for:                                     |                  | Date of application:          |                |
| Last name:                                                 | First name:      | Middle:                       |                |
| Address:                                                   |                  |                               |                |
| City:                                                      | State:           | Zip:                          |                |
| Phone #:                                                   |                  | SSN:                          |                |
| Have you ever filed an application for employment with us? |                  | ___ Yes ___ No                | If yes, date:  |
| Have you ever been employed by Colerain Township?          |                  |                               | ___ Yes ___ No |
| Do you have any friends or relatives who work here?        |                  |                               | ___ Yes ___ No |
| If yes, state name and relationship:                       |                  |                               |                |
| How did you learn about us?                                |                  |                               |                |
| Are you currently employed?                                |                  |                               | ___ Yes ___ No |
| May we contact your current employer?                      |                  |                               | ___ Yes ___ No |
| Date available to begin work:                              | Expected salary: | Full time: ___ Part time: ___ |                |

### EDUCATION

|              | Name | Address | Years Attended | Diploma/Degree |
|--------------|------|---------|----------------|----------------|
| High School: |      |         |                |                |
| College:     |      |         |                |                |
| Other:       |      |         |                |                |

### EMPLOYMENT INFORMATION

|                 |                  |                      |  |
|-----------------|------------------|----------------------|--|
| Employer:       |                  | Dates of employment: |  |
| Address         |                  | Supervisor:          |  |
| Work performed: |                  |                      |  |
| Title:          | Starting salary: | Ending salary:       |  |



## APPLICATION FOR EMPLOYMENT

|                 |                  |                      |  |
|-----------------|------------------|----------------------|--|
| Employer:       |                  | Dates of employment: |  |
| Address         |                  | Supervisor:          |  |
| Work performed: |                  |                      |  |
| Title:          | Starting salary: | Ending salary:       |  |

|                 |                  |                      |  |
|-----------------|------------------|----------------------|--|
| Employer:       |                  | Dates of employment: |  |
| Address         |                  | Supervisor:          |  |
| Work performed: |                  |                      |  |
| Title:          | Starting salary: | Ending salary:       |  |

|                 |                  |                      |  |
|-----------------|------------------|----------------------|--|
| Employer:       |                  | Dates of employment: |  |
| Address         |                  | Supervisor:          |  |
| Work performed: |                  |                      |  |
| Title:          | Starting salary: | Ending salary:       |  |

| REFERENCES |      |       |                   |            |
|------------|------|-------|-------------------|------------|
|            | Name | Phone | Best time to call | Occupation |
| 1.         |      |       |                   |            |
| 2.         |      |       |                   |            |
| 3.         |      |       |                   |            |

| APPLICANT'S STATEMENT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <p>Please be advised that all information supplied on this application is subject to verification. Be fully truthful and do not evade questions. The Ohio Revised Code provides penalties for making a false statement of a material fact or for practicing fraud or deception in obtaining or attempting to obtain public employment. Such penalties include rejection for appointment or discharge after appointment and/or prosecution.</p> <p>I certify that the answers provided in the employment application are true and complete. I authorize the investigation of all statements in this employment application. In the event of employment, I understand that false or misleading information given in my application and interviews may result in discharge. I also understand that I am required to abide by all rules and regulations of Colerain Township.</p> <p>Signature: _____ Date: _____</p> |  |

HR23002673  
HR23002750

**Location: 4200 SPRINGDALE RD,  
COLETP - GJ0623246737**

Oct 14, 2023  
9:43 AM

**Description: Request entered through the Web. Refer to Intake Questions for further description. 10/23/2023 10:57 AM/GCARTER - From: Jeffrey Baker Sent: Tuesday, October 10, 2023 6:16 PM To: Kathy MOHR Subject: HR23002673 In response to your public records request below: This is a duplicate request. All responsive records were provided to you on a CD. I handed it to you before the last trustee meeting. I am assuming you want to see a paper application. Those applications haven?t been required since 2019. All applications are done on line and the on line info has been**