

# COLERAIN

TOWNSHIP - OHIO

## Minutes

December 12, 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)(8) to consider confidential information related to specific business strategy and to discuss negotiations with other political subdivisions respecting requests for economic development assistance 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)(1) to discuss compensation of public employees.

Motion Mr Unger, Seconded Ms Ulrich

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

Executive session convened.

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.

3. **Pledge of Allegiance 7PM**

All recited the Pledge of Allegiance.

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

5. **Approval of Minutes**

Mr Baker asked for a motion for approval of the minutes from the board of trustees meeting on 11-14-23.

Motion Mr Unger, Seconded Ms Ulrich

All voted Yes. Minutes approved.

6. **Public Hearings**

a. **Public Hearing for Sidewalk Maintenance Assessments**

Historically, sidewalks along Colerain Township streets have been maintained by the adjacent property owner. Any defects or maintenance issues with the sidewalks (or driveway aprons) are considered property maintenance violations under the Township's Property Maintenance Code and are to be corrected by property owners. In 2020, the



Township conducted its first phase of the Sidewalk Maintenance Program, funded through CDBG dollars. In 2023, the Township continued to make progress on sidewalk repairs through an additional phase of this program. This public hearing provides residents with an opportunity to discuss potential assessments that will be issued related to the project. This public hearing is required by state law prior to the Trustee action related to an assessment. The affected residents were sent a letter with information about the program and were provided with the opportunity to complete the work themselves. If the resident completed the work prior to the start of the project, then they would not be included in the program and not receive an assessment. Attached is a list of addresses with the cost for the work to be completed. The final assessments are spread over a five year timeframe in equal amounts.

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

**7. Citizens Address**

Eric Reifenberger - He spoke about Cans to Care. Mr Reifenberger presented the Fire Department with a check for \$933.40.

**8. Administrative Reports**

Chief Cordie - In November, the police department responded to 3772 calls, roughly 126 calls per day. The PD is on pace for about 45,000 calls for the year. We conducted 376 traffic stops, made 3 OVI arrests, 82 other arrests, 3 uses of force, 1 vehicle pursuit. The impact team conducted 39 traffic stops, signed 11 felony charges, 9 misd. charges.

Ms Mays - Park visitors are on pace to equal or increase from 2022. She mentioned only cars entering the 3 parks are counted. This month we collected 2350 bags of trash with a target of 25 so we are way above par.

Mr Miller - We had 52 total certificates for November. We had 4 Board of Zoning Appeals cases and 3 Zoning Commission cases. We had 26 residential solar permits and 12 commercial. We are at 500 residential permits for the year.

Mr Weckbach - He thanked Eric Reifenberger for his efforts. He spoke about the Buddhist Monastery opening. He talked about his presentation to the State Capital Budget Cincinnati Business Committee regarding Heritage Park.

**9. Trustees' Report**

Ms Ulrich - She spoke about the Buddhist Monastery and the beautiful building there. She



mentions Colerain is fortunate to have them.

Mr Wahlert - He wants everyone to have a Merry Christmas and Happy New Year.

Mr Unger - He talked about the senior bus and when it will be available again. He credited Mr Wahlert for his forethought on getting in front of the Issue 2 situation. He talked about a couch that was left on Pippin Rd. He asked the residents not to do those types of things. He talked about the the police awards dinner.

## **10. New Business**

### **Public Safety**

- a. Motion Authorizing Township Administrator to Execute Agreement with Silco for Fire Station 26 and 102 Cameras for \$23,908.76

Mr Weckbach recommended ADOPTION of the Motion.

Rationale: The attached agreement will allow the Township to install the necessary cameras throughout the new Fire Stations. These cameras will be compatible with the existing camera system and the total cost for the installation is \$23,908.76. This cost was factored into the soft costs portion of the fire station construction project budget.

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion:

All voted Yes. Motion approved.

- b. Resolution - Ballot Language - Police Department

Chief Cordie recommended ADOPTION of Resolution #162-23.

Rationale: At the Regular Meeting of the Board of Trustees on November 14, 2023, the Board of Trustees adopted three resolutions to certify rates for either a 3.0 mill, 3.65 mill, or 3.99 mill levy. The Auditor has certified these rates per the attached documents. Three resolutions are attached to this document, one for each of these options. Adoption of this resolution would place a tax levy on the March 2024 ballot for consideration. This levy is intended to correct a structural deficit in the Police Department.

Motion for 3 mils Mr Unger, Seconded Mr Wahlert

Discussion:

Mr Unger - It looks like it (3 Mils) would generate \$5,456,000 per year and what we were asking back in November was \$6,313,000 so that's a \$900,000 difference. The results of the last levy were 8302 for it and 10,756 against it. We need to put something on that will pass.

Mr Wahlert - So we're comparing apples to apples, can we compare the annual amount for the 3.65 and 3.0.

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Mr Weckbach - The 3.0 is \$105, 3.65 is \$128 and the 3.99 is \$140.

Mr Unger - 3.65 actually generates \$325,000 more than we were asking for in November.

Mr Wahlert - I was a little surprised to see the numbers come back the way they did. I think 3.99 is too high.

Mr Wahlert - This would begin in 2025?

Mr Unger - It would be due in January of 2025.

Chief Cordie - We're doing pretty well. We're right around 4.6 Mil in the bank. It will be closer to 4 that we'll be carrying over.

Mr Unger - If nothing passes, how long would that last you?

Chief Cordie - We won't make it through 2024.

Ms Ulrich - I'd like for you to tell the public why we have the overage.

Chief Cordie - We were projected to have 67 officers. We never got close to that number.

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

Resolution Failed.

Motion for 3.65 mils Mr Wahlert, Seconded Ms Ulrich

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

Resolution passed.

## c. Motion to Appoint Members to the Code Enforcement Review Board

Chief Cordie recommended ADOPTION of the Motion.

Rationale: The Township received seven applications for the Code Enforcement Review Board. Each Trustee, the Fiscal Officer, and Administrator are permitted to recommend an individual for appointment to this board. Below are the appointment recommendations by appointee: Appointee Appointed By:

Jennifer Baldwin - Fiscal Officer Baker

Ellen Westfall - Trustee Ulrich

Steven Schafer - Trustee Unger

Gary Henson - Trustee Wahlert

Tracey Miller - Administrator Weckbach

Motion Mr Wahlert, Seconded Ms Ulrich

Discussion:

Mr Unger - I appreciate everyone that applied for this project.

Mr Wahlert - I think this is fantastic. To involve more citizens in the business of the township.

Ms Ulrich - I also appreciate everyone who applied.

All voted Yes. Motion approved

## d. Resolution Declaring Nuisance and Ordering Abatement

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Chief Cordie recommended ADOPTION of Resolution #163-23.

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

3136 Deshler Dr 510-0052-0485-00

9796 Dunraven Dr 510-0041-0202-00

2522 Impala Dr 510-0032-0177-00

7218 Jamerine Ct 510-0071-0462-00

2832 Jonrose Av 510-0071-0367-00

3561 Kemper Rd 510-0140-0029-00

3026 Libra Ln 510-0054-0231-00

9590 Loralinda Dr 510-0052-0401-00

7068 Memory Ln 510-0074-0233-00

2922 Royal Glen Dr 510-0071-0209-00

2457 Schon Dr 510-0044-0022-00

9661 Weik Rd 510-0330-0066-00

9870 Weik Rd 510-0320-0058-00

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 Mr Wahlert

No discussion:

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

Resolution passed.

e. Resolution Declaring a Junk Motor Vehicle - 2101 W. Galbraith Rd - 1 of 5

Chief Cordie recommended ADOPTION of Resolution #164-23.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 2101 W. Galbraith Rd. Cincinnati, OH 45239 1. (OH) HDZ2626, 2005, BLACK, CHEVY, TAHOE.

Motion Mr Unger, Seconded Mr Wahlert

No discussion:

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

Resolution passed.

f. Resolution Declaring a Junk Motor Vehicle - 10028 Crusader Dr - 2 of 5

Chief Cordie recommended ADOPTION of Resolution #165-23.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 10028 Crusader Dr. Cincinnati, OH 45251 1. (OH) FRH4915, 2002, GREY, JEEP, CHEROKEE.

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion:

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

Resolution passed.



g. Resolution Declaring a Junk Motor Vehicle - 10047 Crusader Dr. - 3 of 5

Chief Cordie recommended ADOPTION of Resolution #166-23.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 10047 Crusader Dr. Cincinnati, OH 45251 1. (OH) FNJ, 2003, BLUE, FORD, WINDSTAR.

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion:

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

Resolution passed

h. Resolution Declaring a Junk Motor Vehicle - 11833 Wincanton Dr. - 4 of 5

Chief Cordie recommended ADOPTION of Resolution #167-23.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 11833 Wincanton Dr. Cincinnati, OH 45231 1. (OH) 1981EL, 1981, WHITE, MAXUM, 2300.

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion:

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

Resolution passed.

i. Resolution Declaring a Junk Motor Vehicle - 11863 Wincanton Dr. - 5 of 5

Chief Cordie recommended ADOPTION of Resolution #168-23.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 11863 Wincanton Dr. Cincinnati, OH 45231 1. (NO TAG), 2000, GREEN, FORD, ECONOLINE 2. (NO TAG), 1999, GREY, BUICK, LeSABRE.

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion:

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

Resolution passed.

## Public Services

a. Motion to Set Fee Schedule for Public Services for 2024

Ms Mays recommended ADOPTION of the Motion.

Rationale: Each year the Public Services Department will review its existing fee structure to determine if all fees are at an appropriate rate and to determine if they are adequately covering costs of service. The Department conducted a full analysis of these rates and compared them to peer communities for a full scale fee review. The Department is proposing the following fee changes for 2024: - Memorials: Add a new option for a memorial plaque that can be placed under any tree that currently exists for \$500. Increase a memorial tree from \$700 to \$1,000 to cover the increased cost of the plaque and the tree. Increase a memorial bench from \$1,300 to \$2,500 to cover the

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increased cost of the bench purchase and the plaque. Increase the memorial brick from \$75 to \$100 to cover the cost of installing the brick. - Baseball Field Rentals: Increase all fees by \$25, except for the one-time-rental fee (which will remain at \$50). - Soccer/Lacrosse/Football Fields: This fee is currently set up with two options for pricing depending on the level of play (either recreational or select). There will now only be one option, which is the select fee (which will remain the same at \$125). - Amphitheater: Increase of \$10 for the resident rate to \$310 and an increase in the non-resident rate of \$25 to \$400. Increase in the projector/attendant fee of \$50 for a total of \$100 for 5 hours. - Shelter Rentals: Increase of \$5 from \$135 for residents to \$140 for residents and \$25 for non-residents for a total of \$400. All pricing reflects the significant increase in market costs and labor. Other fees have been benchmarked with other communities and are either at or less than the fees of similar amenities of neighboring communities.

Motion Mr Unger, Seconded Mr Wahlert

No discussion.

All voted Yes. Motion approved.

- b. Motion to Authorize Township Administrator to Execute Agreement with YMCA for Senior Services

Ms Mays recommended ADOPTION of the Motion.

Rationale: Colerain Township currently contracts with the Clippard Family YMCA for the provision of senior programming at the Colerain Community Center. The YMCA provides a range of services on behalf of the Township, including administering the Council on Aging program for Colerain. The attached agreement is for a three-year period at an annual rate of \$60,000 per year.

Motion Mr Unger, Seconded Mr Wahlert

No discussion

All voted Yes. Motion approved.

- c. Motion to Adopt Five Year Road Plan

Ms Mays recommended ADOPTION of the Motion.

Rationale: Colerain Township's 2023 Road Program is in the final stages of completion. We were successfully able to complete almost two years' worth of paving with the generous approval of additional funds from Township Trustees. The 2024 streets have been selected. Two streets, Saddleridge Dr and Ravensridge Ln, were scheduled to be added to the Hamilton County Engineer's 2023 project to repave Gaines Road. The Township would have reimbursed the County for the two streets, but the overall cost would have been less expensive if we had been able to piggyback off of the larger County project. Unfortunately, the County was unable to add the streets as planned so the two streets have been added to Colerain's 2024 Road Program. Estimates are over budget. If additional funding cannot be secured, the Roads Division recommends removing Wincanton Dr from the 2024 list. Road crews are going to remeasure the proposed streets and reevaluate to see if there are any possible cost savings that would

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allow Wincanton to remain on the 2024 project. It is the staff's recommendation that the 2024 list be approved as is, and if cost savings or additional budget cannot be obtained, reductions can be made at a later date.

Motion Mr Unger, Seconded Ms Ulrich

Discussion:

Mr Unger - We still have part of the 24 plan that will be done in the spring.

All voted Yes. Motion approved.

- Motion Authorizing Township Administrator to Execute a Contract Amendment
- d. with Choice One Engineering for the addition of the Right of Way Plans for the Poole Road Sidewalk Project for \$28,500

Ms Mays recommended ADOPTION of the Motion.

Rationale: The current engineering contract with Choice One Engineering did not have a provision for the agency to develop the Right of Way Plans for the Poole Road Sidewalk project due to the uncertainty of the impact the project would have on the Right of Way. After the completion of the preliminary plans, it was determined that it will be necessary for temporary takes on eight (8) parcels in order to complete the project. A temporary take allows for the expansion of the right of way into private property for the use of staging or expanding the footprint of the construction site during a construction project. Once the project is completed, the area will be restored back to or better than its original condition and returned to the property owner.

Development of the Right of Way plans will increase the contract amount by \$28,500.00 from \$105,753.00 to \$134,253.00.

Motion Mr Unger, Seconded Mr Wahlert

No discussion.

All voted Yes. Motion approved.

- e. Motion Authorizing Township Administrator to Execute Agreement with D. R. Horton for Snow and Ice Removal of Crosley Meadows Subdivision

Ms Mays recommended ADOPTION of the Motion.

Rationale: The developer of the Crosley Meadows Subdivision has requested that the Township remove snow and ice on the unaccepted streets for the subdivision that they are constructing. The attached contract would compensate the Township at a rate of 10 cents per lineal foot (for a total of 1,786 lineal feet) of snow removal for each snow event. In prior years, the Township would execute similar contracts for subdivisions that were under construction.

Motion Mr Unger, Seconded Mr Wahlert

No discussion:

All voted Yes. Motion approved.

## Development



a. Motion to Appoint Members to the Board of Zoning Appeals

Mr Miller recommended ADOPTION of the Motion.

Rationale: The terms of Permanent and Alternate Members of the Board of Zoning Appeals have rotating expirations. Therefore appointments need to be approved annually. Permanent Members are appointed for five-year terms and Alternate Members serve for two-year terms. For 2024, staff recommends the following appointments:

Board of Zoning Appeals - Permanent Member: Robert A. Bartolt Board of Zoning Appeals - Alternate Member: Charles Thiemann.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

b. Motion to Appoint Members to the Zoning Commission

Mr Miller recommended ADOPTION of the Motion.

Rationale: The terms of Permanent and Alternate Members of the Zoning Commission have rotating expirations. Therefore appointments need to be approved annually. Permanent Members are appointed for five-year terms and Alternate Members serve for two-year terms. For 2024, staff recommends the following appointments:

Zoning Commission - Permanent Member: J. Thomas Westfall Zoning Commission - Alternate Member: Linda Sue Gauggel.

Motion Mr Unger, Seconded Mr Wahlert

No discussion.

All voted Yes. Motion approved.

c. Motion to Approve Zoning Department 2024 Fee Schedule

Mr Miller recommended ADOPTION of the Motion.

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

d. Motion to Approve 2024 Meeting & Submission Dates for the Board of Zoning Appeals

Mr Miller recommended ADOPTION of the Motion.

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

e. Motion to Approve 2024 Meeting & Submission Dates for the Zoning



Commission

Mr Miller recommended ADOPTION of the Motion.

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

- Motion to set a Public Hearing for January 2, 2024 re: Zoning Commission Case  
f. ZA2023-16, Zoning Text Amendment to Modify Mobile Food Services Regulation

Mr Miller recommended a motion to set a Public Hearing for January 2, 2024 re: Zoning Commission Case ZA2023-16, Zoning Text Amendment to Modify Mobile Food Services Regulation

Rationale: The Colerain Township Board of Trustees are required to hold a public hearing on recommendations received from the Colerain Township Zoning Commission prior to approving or denying any text amendments to the Zoning Resolution. This Public Hearing must be held within 30 days of receipt of the recommendation from the Zoning Commission. Due to the schedule change for the next Regular Meeting of the Board of Trustees to January 23, 2024, the Public Hearing is being requested for January 2, 2024 during the scheduled Organizational Meeting of the Board of Trustees.

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

- Motion to set a Public Hearing for January 2, 2024 re: Zoning Commission Case  
g. ZA2023-17, Zoning Map Amendment from R-6 to B-1 for 3541 & 3551 Banning Road

Mr Miller recommended ADOPTION of the Motion.

Rationale: Zoning Map Amendment recommendations from the Colerain Township Zoning Commission require the Board of Trustees to hold a Public Hearing prior to consideration of the changes. This Public Hearing must be held within 30 days of receipt of the recommendation from the Zoning Commission. Due to the schedule change for the next Regular Meeting of the Board of Trustees to January 23, 2024, the Public Hearing is being requested for January 2, 2024 during the scheduled Organizational Meeting of the Board of Trustees.

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

- h. Motion Authorizing Township Administrator to Execute Agreement with



Transformance Realty and Gossman Group for up to \$80,000

Mr Weckbach recommended ADOPTION of the Motion.

Rationale: The attached proposal, from Transformance Realty and Gossman Group, would allow the Township to develop a deeper understanding of the physical, legal, and market challenges and opportunities for the former Sears site and Northgate Mall. The properties that make up the mall are subject to a reciprocal easement agreement, and one of the goals of this engagement would be to fully understand how that document applies to the properties today. The end result would be a document that would "articulate logical land use development options" and "serve as an introduction of the redevelopment opportunity to developers."

Motion to table Mr Wahlert, Seconded Ms Ulrich

Discussion:

Mr Wahlert - The reason I'm tabling is more factfinding and the potential scope of this.

Mr Weckbach - We'll bring this back at the January 23rd meeting.

All voted Yes. Motion tabled

i. Motion Authorizing 90 Day Extension - 9929 Capstan Demolition Agreement

Mr Weckbach recommended ADOPTION of the Motion.

Rationale: The Township received the attached request for an extension of the existing agreement with the Mendenhall's who purchased and are in the process of rehabilitating 9929 Capstan. The applicants requested an extension of the agreement through May 15, 2024 (162 days). Based on a review of the continued progress made on the property, an initial 90-day extension of the original agreement would be consistent with other parameters in the original project timeline, which featured a due date of December 6, 2023. The new deadline with a 90-day extension would be March 5, 2024.

Motion Mr Wahlert, Seconded Ms Ulrich

Discussion:

Ms Ulrich - They're doing a nice job so I understand they've run into some delays.

Mr Unger - When is the new completion date?

Mr Weckbach - The original was December 6th, so that has passed. The new date will be March 5th, 2024.

All voted Yes. Motion approved.

j. Motion Authorizing 90 Day Extension - 2864 Houston Demolition Agreement

Mr Weckbach recommended ADOPTION of the Motion.

Rationale: To be consistent with the approach taken for the extension of the original agreement on 9929 Capstan, staff is recommending a similar extension be granted to the owners of 2864 Houston. Based on a conversation with those owners, there are three items remaining to be completed, as detailed below with the proposed dates for completion: • New flooring installed - ETA 12/30/2023 due to issues w/ contractors • Updated kitchen & bathrooms- ETA 12/30/2023 due to issues w/ contractors •



Patch/Repair driveway - Spring Project due to warranty, letter sent The original agreement featured a due date of December 11, 2023. The new deadline with a 90-day extension would be March 10, 2024.

Motion Mr Unger, Seconded Mr Wahlert

No discussion

All voted Yes. Motion approved.

#### **Administration**

- a. Motion to Set Organizational and Special Meeting at 6pm on January 2, 2024

Mr Weckbach recommended ADOPTION of the Motion.

Rationale: The State of Ohio requires that the Board of Trustees hold an organizational meeting each year. Colerain has typically scheduled this for 6PM on the first Tuesday of the year. Given that we are also required to hold public hearings per the Zoning Resolution at this meeting, the meeting will be both an organizational meeting and special meeting to hear and take action on those zoning cases.

Motion Mr Unger, Seconded Ms Ulrich

No discussion:

All voted Yes. Motion approved.

- b. Resolution Adopting Sidewalk Maintenance Assessments

Mr Weckbach recommended ADOPTION of Resolution #169-23.

Rationale: The Board of Trustees held a public hearing earlier this evening to contemplate the adoption of assessments for the sidewalk maintenance program. The proposed assessments per property and per year can be found in the attached document. Adoption of this resolution would allow the Township to be reimbursed for the cost of the sidewalk repairs made throughout the community. A timeline of the project is below for reference. 3/29/23: Date of bid release 6/13/23: Date of construction contract award 11/22/23 & 11/29/23: Date of public notice 12/12/23: Date of public hearing.

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion:

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

Resolution passed.

- c. Motion to Adopt the 2024 Strategic Plan and Budget Book

Mr Weckbach recommended ADOPTION of the Motion.

Rationale: Aligning our strategic priorities with the available resources is a critical component to moving Colerain Township forward. Over the past year, staff has engaged the Board, internal staff, and community in a dialog to determine what direction we should take as an organization over the next three years. This information helped to generate the theme for 2024-2026: Growing a Thriving and Sustainable Community This theme captures the six goal areas as adopted by the Board as legislative priorities. These priorities and goals were then translated into numerous



initiatives that will be completed by all of our departments over the next three years. More information and the full Strategic Plan and Budget Book can be viewed at the link below:

<https://stories.opengov.com/coleraintownshiphamiltonoh/published/9MPoDGgEGh>.

Motion Mr Unger, Seconded Ms Ulrich

Discussion:

Mr Unger - As we go through this, the board would be able to amend this.

Mr Weckbach - You are correct.

All voted Yes. Motion approved.

d. Resolution Adopting Organizational Chart and Job Descriptions

Ms Mays recommended ADOPTION of Resolution #170-23.

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 Ms Ulrich

No discussion.

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

Resolution passed.

e. Resolution Adopting Temporary Appropriations for Fiscal Year 2024

Mr Weckbach recommended ADOPTION of Resolution #171-23.

Rationale: This Resolution will establish temporary appropriations for 2024, consistent with the priorities and programs set forth in the Strategic Plan and Budget. The next step in the budget process will be to adopt permanent appropriations in March 2024.

Motion Mr Unger, Seconded Ms Ulrich

Discussion:

Mr Unger - It looks like there are still American Rescue Plan funds in there. Mr

Weckbach - Yes, we will need to spend those before 2025 is up.

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

Resolution passed.

f. Resolution Authorizing the Adoption of Amended Appropriations

Mr Weckbach recommended ADOPTION of Resolution #172-23.

Rationale: This Resolution would reduce appropriations in the Community Development Block Grant Fund (2908) from \$149,999 to \$20,000, to align appropriations with expenditures. It would also reduce appropriations in the Gasoline Tax Fund (2021) by \$30,000, to \$1,186,325, to align appropriations with resources. It would increase appropriations in the TIF- Colerain Town Center/Rumpke Fund (2903) by \$122,389.60 to \$680,215 to allow staff to transfer the first and second half property tax settlements to the trustee for the bonds. The trustee will use those funds to make future debt service payments on behalf of the Township.

Motion Mr Unger, Seconded Mr Wahlert

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No discussion.

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

Resolution passed.

- g. Motion to Establish a Merit Pool of \$103,106 for Non-Represented Township Employees

Mr Weckbach recommended ADOPTION of the Motion.

Rationale: In Colerain Township, all employees can be divided into those who collectively bargain for their salary and benefits and those who do not. For those employees who do not use union-representation and do not collectively bargain, any increase in compensation is based on two factors: 1) their performance compared to others within the organization and 2) their salary compared to the salary of others with the same job in our region. Each year the board of trustees establishes a merit-pool for non-contract raises to be distributed by the administrator based on the factors listed above. The \$103,106 merit pool includes all costs associated with the wage increase (medicare, worker's compensation, and retirement contributions).

Motion Mr Unger, Seconded Mr Wahlert

No discussion.

All voted Yes. Motion approved.

- h. Motion to Accept Ohio Plan's Proposal for Property and Casualty Insurance at a Rate of \$351,283

Ms Mays recommended ADOPTION of the Motion.

Rationale: The attached renewal would provide the Township with an additional year of coverage from the Ohio Plan. This coverage is structurally the same as in previous years. The total cost has increased by over 7%. However, a portion of that is attributed to the increase in total headcount in the Police Department, which amounts to \$10,824 of the increase. Excluding this factor, the renewal is less than a 4% increase over the last year, which is less than the renewal has been in prior years. As part of this renewal, Hylant shopped the Township's property and casualty insurance with several vendors including: Libery, Travelers, and Houston. These firms all declined to bid on the Township's book of business. Coverage on this plan would take effect on 12/15/2023 and would expire on 12/14/2024.

Motion Mr Unger, Seconded Mr Wahlert

No discussion.

All voted Yes. Motion approved.

- i. Motion to Appoint Trustee Unger as the representative to the Board of Directors of the Ohio-Kentucky-Indiana Regional Council of Governments and Assistant Administrator Mays as the alternate

Mr Weckbach recommended ADOPTION of the Motion.

Rationale: OKI provides critical funding for many of the Township's infrastructure



projects. OKI is the Metropolitan Planning Organization that federal grants flow through. By having representation on this board, the Township is better positioned to be aware of grants and to be able to draft grant responses that will be more likely to be awarded. Trustee Unger has been the representative on behalf of Colerain since January 2018. Ms. Mays has been the alternate since 2023.

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion.

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

Motion approved.

- j. Motion Authorizing Township Administrator to Execute Collective Bargaining Agreement with FOP Blue

Mr Weckbach recommended ADOPTION of the Motion.

Rationale: Over the past several months, staff has negotiated with the FOP and the Blue Unit (Officers) to update their collective bargaining agreement that would align with the attached document. This contract is effective as of January 1, 2024 and would extend through December 31, 2026.

Motion Mr Unger, Seconded Ms Ulrich

No discussion:

All voted Yes. Motion approved.

- k. Motion Authorizing Township Administrator to Execute Collective Bargaining Agreement with FOP Gold

Mr Weckbach recommended ADOPTION of the Motion.

Rationale: Over the past several months, staff has negotiated with the FOP and the Gold Unit (Sergeants) to update their collective bargaining agreement that would align with the attached document. This contract is effective as of January 1, 2024 and would extend through December 31, 2026.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

## 11. Old Business

## 12. Consent Items

- a. Contract - Silco - Sally Port Camera Repairs - \$1,120

The attached contract is for repairs to the cameras in the sally port of the police station. The repairs and contract are for \$1,120.

- b. Contract - Addiction Services Council - QRT Support - No Cost



The attached agreement with the Hamilton County Addiction Services Council will provide support to the Township's existing Quick Response Team. There is no cost associated with this contract.

c. Contract - Cellebrite - Investigative Software - \$6,775 - One Year Term

The attached contract provides investigative software to aid the Township's detectives in solving crimes. It will cost \$6,775 and will expire on January 17, 2025.

d. Donation Acceptance - Administration - From Meijer - \$100

Colerain Township Administration is grateful for a \$100 donation from Meijer to support the annual employee appreciation luncheon.

e. Promotion - Sergeant - Police Department - Officer Nickolas G. Robers - \$43.62 per hour

The position of Sergeant was posted, applications were received and interviews conducted. Officer Nickolas Robers was selected. The wage for this job is \$43.62 per hour (\$90,729.60 annually) for 40 hours per week. Contingent upon Board approval, he would be eligible to begin work on December 13, 2023.

f. New Hire - School Safety Officer - Police Department - Eric Franz - \$35.00

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: Eric Franz. The wage for this job is \$35.00 per hour for 40 hours per week and is contractually obligated through our agreement with Northwest Local School District. Contingent upon Board approval, he would be eligible to begin work on December 13, 2023.

g. New Hire - Recruit - Department of Fire and EMS - \$16.50 per hour

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

1. Nolan Abrams
2. Rylie Abrams
3. Dylan Ayers
4. Garrett Berter
5. Jaden Chapelle
6. Blake Detherage
7. Luke Fulmer
8. Alexander Glueck
9. Lucas Guyer
10. Zachary Hoffman
11. Braden Imhoff
12. Benjamin Kaake
13. Joseph Kabenji
14. Evan Massey
15. Logen Meyer



16. Joseph Paulinelli
17. Trey Smith
18. Steven Sosa
19. Andrew Sparks
20. Andrew Spinney
21. Hunter Ward
22. Andrew Weber
23. Lukas Wilms

The wage for this job is \$16.50 per hour for 29 hours per week. Contingent upon Board approval, they would be eligible to begin work on December 24, 2023.

- h. New Hire - Part-Time Firefighter/EMT - Department of Fire and EMS - \$16.99 per hour

The position of Part-Time Firefighter/EMT was posted, applications were received, and interviews were conducted. A conditional offer of employment was extended to the following individuals:

1. Aaron Cook
2. Ben Kroeger
3. Caleb Madison
4. Kyle Stafford
5. Jacob Wagner

The wage for this job is \$16.99 per hour for 29 hours per week. Contingent upon Board approval, they would be eligible to begin work on December 24, 2023.

- i. New Hire - Part-Time Firefighter/Paramedic - Department of Fire and EMS - \$19.25 per hour

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

1. Cody Swall

The wage for this job is \$19.25 per hour for 29 hours per week. Contingent upon Board approval, they would be eligible to begin work on December 24, 2023.

- j. New Hire - Part-Time Paramedic - Department of Fire and EMS - \$17.75 per hour

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

1. Gavyn Ripley

The wage for this job is \$17.75 per hour for 29 hours per week. Contingent upon Board approval, they would be eligible to begin work on December 24, 2023.

Motion to approve all consent items Mr Unger, Seconded Ms Ulrich

# COLERAIN

TOWNSHIP - OHIO

All voted Yes. All consent items approved

**13. Fiscal Office Report**

We are reaching the end of the year, but November was our busiest month for records requests. We had 125 public records requests in November, which brings us to a total of 755 for the year. October and November financial have been completed and loaded on the website. I also wish everyone a Merry Christmas and Happy New Year.

**14. Executive Session – if needed**

Mr Weckbach recommended the board of trustees go into executive session in accordance with ORC section 121.22 (G)(3) to discuss pending or eminent litigation.

Motion Mr Unger, Seconded Ms Ulrich

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

Executive session convened at 9:03pm.

Ms Ulrich called the meeting back to order at 9:37pm

All trustees and the fiscal officer were present.

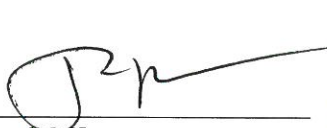
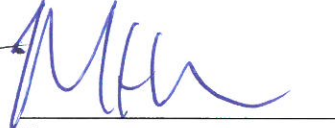
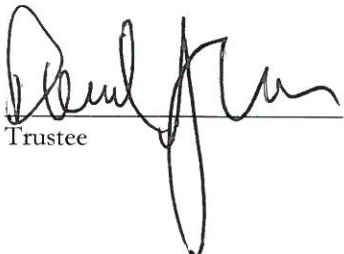
Mr Weckbach had nothing to report from executive session.

**15. Adjournment**

Motion to adjourn Mr Wahlert, Seconded Mr Unger

All voted Yes.

Meeting adjourned at 9:37pm.

|                                                                                                                |                                                                                                          |
|----------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|
| <br>_____<br>Fiscal Officer | <br>_____<br>Trustee |
| <br>_____<br>Trustee        | <br>_____<br>Trustee |