



## Minutes

June 11, 2024

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**

Ms Mays recommended the board of trustees convene into executive session in accordance with ORC section 121.22 (G)(3) to discuss pending or imminent litigation.

Motion Mr Unger, Seconded Mr Wahlert

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

Executive session convened at 6:00pm

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

Ms Mays had nothing to report from executive session.

3. **Pledge of Allegiance 7PM**

All recited the Pledge of Allegiance.

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

5. **Approval of Minutes**

Mr Baker recommended a motion for the approval of the minutes from the board of trustees meeting on 5-28-24.

Motion Mr Unger, Seconded Mr Wahlert

All voted Yes. Minutes approved.

6. **Presentations**

a. Presentation on the Help Squad by Samantha Jasper and Brian Ibold

Samantha Jasper and Brian Ibold from the Help Squad will provide a presentation with an overview of the work being done by the Help Squad in Colerain Township.

b. Presentation by Colerain High School FCCLA

Colerain High School's Family, Career, and Community Leaders of America's (FCCLA) team would like to provide a presentation to the Township on some of their community efforts in advance of a national presentation at the National FCCLA conference in Washington state.



**7. Citizens Address**

No citizens requested to address the board of trustees.

**8. Administrative Reports**

Chief Cordie - For the month of May the PD responded to 4228 calls for service. That's 136 per day, 10% increase from May of last year.

We conducted 442 traffic stops. We handled 138 crash reports, made 191 arrests. We made 15 OVI arrests. We had 6 uses of force. We had 2 vehicle pursuits and 2 internal investigations.

Code enforcement total violations were 359 with 434 inspections. 4 cases were sent to housing court.

Chief Cordie spoke about the Kroger incident.

Assistant Fire Chief Mueller - For the month of May we had 852 EMS incidents, 212 fire incidents. We had 33 runs into the

Springfield Twp/Pleasant Run EMS contract area. There was 1 significant fire incident. The average response time was 4:53.

Tawana Molter - For the month of May the weather was beautiful and people were out at our parks. For May, Clippard Park saw 6501 visitors, Colerain Park had 6414 visitors and Heritage Park had 5467 visitors for the month. Litter laborers continue to do a great job. In May they collected 153 bags of trash, 12 shopping carts and 2 signs. We had 101 new park rentals for May.

David Miller - We processed 61 zoning certificates. Fences, decks and sheds were the primary cases. We had 2 cases before the zoning commission and 5 in front of the Board of Zoning Appeals.

Assistant Administrator Mays - Finance closed the month of May in 5 business days. The average this year has been 9.2 days to close. We're very happy with that. She talked about the customer service platform numbers.

**9. Trustees' Report**

Mr Unger - He spoke about the spot litter program and the success it's having. House Bill 315 has a lot of things that affect townships. He talked about the Rumpke Open House. He talked about the great work being done by the Help Squad.

Mr Wahlert - He thanked everyone for their thoughts and prayers for his mother.

Ms Ulrich - She reminded everyone about the hometown hero event the Chamber of Commerce is having. She talked about the Rumpke open house. She says they're a wonderful community provider. She talked about the hefty recycling program.

**10. New Business**



## Public Safety

### a. Resolution Declaring Nuisance and Ordering Abatement

Chief Cordie recommended ADOPTION of Resolution #62-24.

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

2730 Bryneside Dr 510-0074-0060-00

9307 Coogan Dr 510-0053-0192-00

11317 Gravenhurst Dr 510-0021-0113-00

2909 Greenbrook Ln 510-0024-0216-00

2563 Niagara St 510-0051-0342-00

2564 Niagara St 510-0051-0359-00

2594 Retford Dr 510-0011-0435-00

12127 Seaford Dr 510-0011-0182-00

2520 Springdale Rd 510-0043-0038-00

2870 Stout Rd 510-0034-0038-00

8578 Sunlight Dr 510-0063-0262-00

8964 Tripoli Dr 510-0064-0076-00

12059 Westerly Dr 510-0011-0373-00

All properties that are abated by the Township will have their property taxes assessed in order to reimburse the Township for the abatement services. This resolution and the Township's abatement process comport with the Ohio Revised Code for nuisance violations.

Motion Mr Wahlert, Seconded Mr Unger

No discussion.

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

Resolution passed.

### b. Resolution Declaring a Junk Motor Vehicle - 3496 Redskin Dr. - 1 of 2

Chief Cordie recommended ADOPTION of Resolution #63-24.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 3496 Redskin Dr. Cincinnati, OH 45251 1. (NO TAG)2006, YELLOW, CHEVROLET, AVEO.

Motion Mr Wahlert, Seconded Mr Unger

No discussion.

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

Resolution passed.

### c. Resolution Declaring a Junk Motor Vehicle - 2815 Springdale Rd. - 2 of 2

Chief Cordie recommended ADOPTION of Resolution #64-24.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 2815 Springdale Rd. Cincinnati, OH 45251 1. (OH), JLN9329, 2017, BLACK, HONDA, ACCORD.

Motion Mr Wahlert, Seconded Mr Unger



No discussion.

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

Resolution passed

### **Administration**

a. Motion to Issue a Request for Proposals for Legal Services

Ms Mays recommended ADOPTION of the Motion.

Rationale: The Township last reviewed legal services in 2018. The current contract with Scott Sollmann to serve as the Township's Law Director is set to expire at the end of 2024. The Township is proposing to follow a Request for Proposal process to evaluate legal services for the next three years.

Motion Mr Unger, Seconded Mr Wahlert

No discussion:

All voted Yes. Motion Approved.

b. Motion to Issue a Request for Information for Banking Services

Ms Mays recommended ADOPTION of the Motion.

Rationale: It has been several years since the Township last evaluated its existing banking services. In order to understand the types of services available on the market and to consider if there is an opportunity to enhance interest earnings, the Township is seeking information from qualified banks for banking services.

Motion Mr Unger, Seconded Mr Wahlert

No discussion:

All voted Yes. Motion approved.

c. Resolution Authorizing the Adoption of Amended Appropriations

Ms Mays recommended ADOPTION of Resolution #65-24.

Rationale: Each month, staff compare the Township's actual performance to its revenue and appropriation budgets. As it is midyear, it is appropriate to make changes to address unanticipated needs. This Resolution makes the following changes in appropriations:

- Fund 2021 (Gasoline Tax) - increase appropriations by \$52,000 for salaries. Salaries in Public Services, and for employees who are paid out of multiple funds, are split between Funds 2021 and 2031. This change will align appropriations with the budget.
- Fund 2281 (Ambulance and EMS) - increase appropriations by \$41,008. At the beginning of the pandemic, the Township received a grant from the Health Resources and Services Administration. The Township did not apply for the grant, and it was receipted as regular EMS revenue. The performance period for the grant has expired and these funds need to be returned to the federal government.
- Fund 2913 (TIF- Abbeytown) - This TIF has outperformed estimates, and as a result, appropriations need to be increased to \$98,700 to pay compensation payments to NWLSD and tax collection fees to the county auditor.
- 2916 (TIF- Crosley Meadows) - This TIF has outperformed estimates, and as a result,



appropriations need to be increased to \$105,000 to pay compensation payments to NWLSD and tax collection fees to the county auditor.

- 2917 (TIF- Copper Creek) - This TIF has outperformed estimates, and as a result, appropriations need to be increased to \$26,250 to pay compensation payments to NWLSD and tax collection fees to the county auditor.
- 4101 (Capital Project- Fire Fund) - This increase in appropriations is necessary to account for a \$387,860 payment made as part of a cyberattack. Due to the efforts of the Township's Police, Finance, and IT staff, the Township recovered all of the funds.

Motion Mr Unger, Seconded Mr Wahlert

No discussion:

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

Resolution passed.

- d. Motion to Authorize Township Administrator to Execute an Agreement with Anthem for Health Insurance for 2024-2025 Plan Year

Ms Mays recommended ADOPTION of the Motion.

Rationale: Annually, the Township will work with its health care broker, McGohen Brabender to review the employee benefits program and to negotiate a new plan for employee medical, dental, vision, and life insurance. There were only two benefit packages that were up for renewal this upcoming plan year, medical and dental. Based on the review of the marketplace, staff is recommending Anthem as the Third Party Administrator and HCC as the Stop Loss Coverage Provider. By selecting this package, the Township should be able to keep plan rates flat for the Township and all employees in the 2024-2025 health plan year. It is important that the Township take action on these items today, as open enrollment for employees will need to begin prior to the next Board of Trustee meeting in order to comply with federal guidelines.

Motion Mr Unger, Seconded Mr Wahlert

No discussion.

All voted Yes. Motion approved.

- e. Motion Authorizing the Township Administrator to Execute an agreement with Ameritas for Employee Dental Benefits

Ms Mays recommended ADOPTION of the Motion.

Rationale: Annually, the Township will work with its health care broker, McGohen Brabender to review the employee benefits program and to negotiate a new plan for employee medical, dental, vision, and life insurance. Based on the review of the marketplace, staff is recommending Ameritas as the provider for employee dental services. This contract will result in a one-year rate lock that is 17% less than our current dental plan costs. It is important that the Township take action on these items today, as open enrollment for employees will need to begin prior to the next Board of Trustee meeting in order to comply with federal guidelines.

Motion Mr Unger, Seconded Ms Ulrich



No discussion.

All voted Yes. Motion approved.

f. Motion to Set Rates for Employee Health Care Plans and Packages

Ms Mays recommended ADOPTION of the Motion.

Rationale: As part of the Townships renewal process, it is recommended that all plans and rates be held flat, consistent with this prior year. There is one change in the Health Savings Account limit for embedded high deductible health plans (the Township's Gold packages) by the Internal Revenue Service. The minimum deductible has been increased by the IRS in an effort to adjust to inflation.

Motion Mr Unger, Seconded Ms Ulrich

Discussion.

Mr Unger - As I said in item D and item E, I do purchase my insurance through the township.

All voted Yes. Motion approved.

g. First Reading - Resolution Adopting Financial Policies for Fraud Prevention

Government's across the United States continue to see increases in external fraud that results in the loss of tax payer dollars. The Ohio Attorney General recently issued additional guidance related to fraud and how it will be handled by their offices. In response to this guidance, staff took a look at the existing fraud policies and determined it would be beneficial to revise and adopt the following three policies for the Township:

- Methods of Payment - Electronic Vendor Fraud - Bank Account Fraud Prevention

This policies will help to provide clear direction and strategy to staff to aid in the prevention of fraud and protection of taxpayer dollars. These policies were drafted based on best practices from the Government Finance Officers Association.

Discussion:

Mr Wahlert - He spoke about dealing personally with fraud. He doesn't think we'll ever be able to keep up with fraud.

Mr Unger - It's hard to stay ahead with changing technologies. If anyone would like to read it, it's in our agenda.

**11. Old Business**

a. Discussion and Potential Action - 2864 Houston

This project was set to be completed on March 10th, per the original agreement and the extension previously granted by the Trustees. At the March 26th, 2024 meeting the Board of Trustees requested this item be moved to the April 23rd meeting for an update and continued conversation. The Board set June 11th as a final update meeting.

Discussion.

Ms Ulrich - You can tell the house is looking significantly better. I don't want to demo the house.



Mr Wahlert - I don't want to demo the property either.

Mr Unger - There was a discrepancy with the treasurers' office. We need to get a new treasurer in this county.

The matter is moved to July 23.

## 12. Consent Items

- a. Donation Acceptance - Police Department - Cincinnati Moose Lodge #2 - \$2,039.24

Colerain Township Police Department is grateful for a \$2,039.24 donation from Cincinnati Moose Lodge #2.

- b. Donation Acceptance - Department of Fire and EMS - Cincinnati Moose Lodge #2 - \$2,039.24

Colerain Township Department of Fire and EMS is grateful for a \$2,039.24 donation from Cincinnati Moose Lodge #2.

- c. Donation Acceptance - Department of Fire and EMS - From Jerome Robinson - \$50.00 (cash)

Colerain Township Department of Fire and EMS is grateful for a \$50.00 donation from Jerome Robinson in appreciation for EMS Services rendered to Colerain Township resident James Robinson.

- d. Contract - Ohio Plan - Endorsement Amendment - \$0

This rider is for zero cost and provides the Township with greater flexibility in settlement negotiations.

- e. Contract - KZF - Zoning Resolution Update - \$0

This contract represents a zero dollar change order to update the project timeline and schedule to coincide with the proposed new date for an updated zoning resolution. At the June Zoning Commission meeting, several of the updated articles will be discussed and the Zoning Commission will continue to work through the updated Articles over the coming months.

- f. Promotion - Full-time Firefighter/Paramedic - Department of Fire and EMS - Meghan Ungar - \$22.43 per Hour

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

- Meghan Ungar

The wage for this job is \$22.43 per hour for 52 hours per week. Contingent upon Board approval, Meghan would be eligible to begin work on June 23, 2024.

- g. New Hire- Planner- Maggie Klein

The position of Planner was posted, applications were received and interviews

# COLERAIN

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conducted. A conditional offer of employment was extended to the following individual:

Maggie Klein.

The wage for this job is \$26.00 per hour for 40 hours per week. Contingent upon Board approval, she would be eligible to begin work on June 12, 2024.

Motion to approve all consent items Mr Unger, Seconded Mr Wahlert

All voted Yes.

All consent items approved.

**13. Fiscal Office Report**

An update on public records requests. We have responded to 282 records requests with 12 outstanding.

The work the finance department is doing is really amazing. The May reconciliation was completed with a balance of \$48,095,004.99.

**14. Executive Session – if needed**

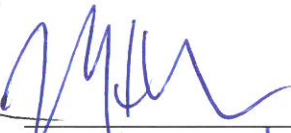
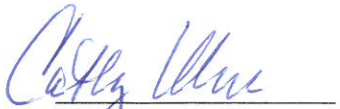
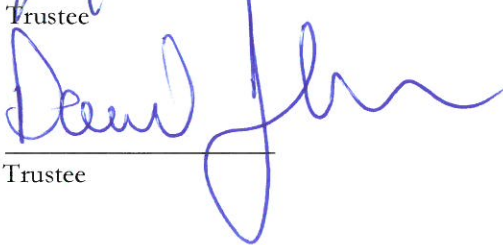
Not needed.

**15. Adjournment**

Motion to adjourn Mr Wahlert, Seconded Mr Unger

All voted Yes.

Meeting adjourned at 8:20pm

  
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Fiscal Officer  
\_\_\_\_\_  
Trustee  
\_\_\_\_\_  
Trustee  
\_\_\_\_\_  
Trustee

Total Monthly Zoning Certificates

61

Residential Certificates

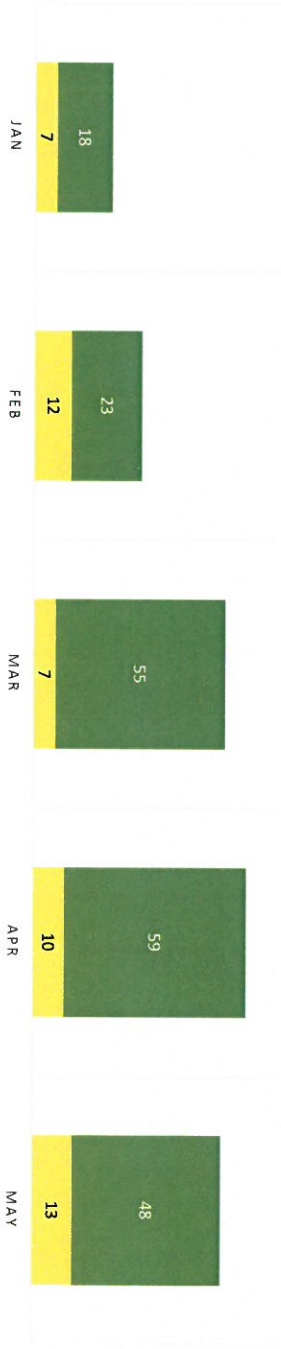
48

Non-Residential Certificates

13

RESIDENTIAL VS. NON-RESIDENTIAL

■ Non-Residential Certificates ■ Residential Certificates



Zoning Commission

2

BZA Cases

5

Subdivisions

0

RESIDENTIAL

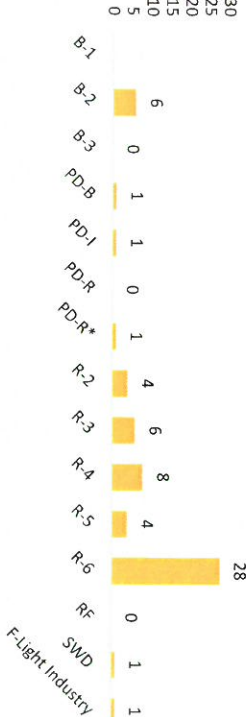
- Residential Fence 11
- Residential Deck 7
- Residential Shed 7
- Residential Driveway 4
- Alteration or Repair of Residential Dwelling 3
- New Detached Single Family Dwelling 3
- Residential Solar Tech 3
- Addition to Residential Dwelling 2
- In-Ground Swimming Pool 2
- Other Residential Accessory Structure 2
- Change of Use 1
- Home Occupation 1
- New Attached Single Family Dwelling 1
- Temporary Residential Use or Structure 1

NON-RESIDENTIAL

- Sign 4
- Mobile Food Service 2
- Temporary Non-Residential Use or Structure 2
- Non-Residential Building Addition 2
- New Non-Residential Building 5,000 Square Feet or Less 1
- New Non-Residential Building 5,001 - 10,000 Square Feet 1
- Non-Residential Fence 1

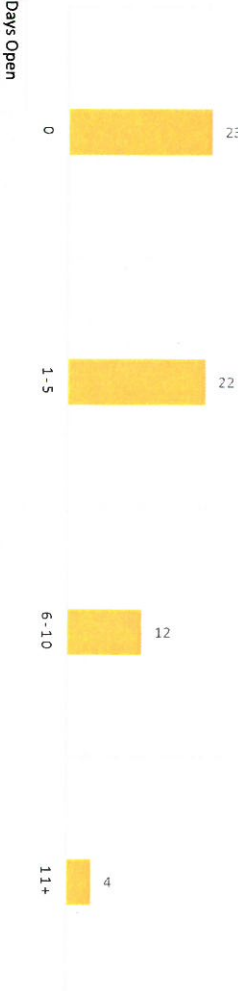
Sum of May-24

ZONES: MAY 2024



Sum of May-24

DAYS OPEN: MAY 2024



#11A  
David Miller

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**From:** Robert Johnson <chasenjunior@yahoo.com>  
**Sent:** Tuesday, June 11, 2024 6:41 PM  
**To:** David Miller  
**Subject:** 2864 houston rd  
**Attachments:** Resized\_123\_1(18)\_1711468696039.jpeg; Resized\_20231105\_175056\_181741990489784\_1711468677899.jpeg; 20240427\_165944.jpg; 20240611\_133133.png

To whom it may concern,

I hope this email finds you well. I am writing to provide an update on the progress of my house located at 2864 Houston Rd. Unfortunately, I do not have any recent pictures to share at this time.

However, I am pleased to inform you that significant progress has been made. The basement has been painted, new flooring has been installed throughout, and the light fixtures have been replaced. Additionally, the caulking and siding have been prepped for power washing, and touch-up painting will be completed on the exterior of the house. I am confident that these improvements will enhance the overall appearance of the property.

I believe that the house is now in much better condition compared to many other homes in the neighborhood. I will make sure to send you updated pictures once all the work is fully completed by the end of June.

Thank you for your attention to this matter. I appreciate your understanding and patience.

Best regards,

Robert-Charles Johnson

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