

Minutes

August 26, 2025

1. **Opening of Meeting**

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

2. **Pledge of Allegiance**

All recited the Pledge of Allegiance.

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

4. **Approval of Minutes**

Mr Baker recommended approval of the minutes from the board of trustees meeting on 8-12-25.
Motion Mr Unger, Seconded Mr Wahlert
All voted Yes. Minutes approved.

Motion to Amend agenda in "Old Business" to indicate text amendment for zoning regarding financial institutions Mr Wahlert, Seconded Ms Ulrich
All voted Yes. The agenda amended.

5. **Presentations**

- a. Presentation by Chief Walls: Introducing and Swearing-in a Newly Promoted Employee
Chief Walls introduced and administered the Oath of Office to the department's newest Fire Lieutenant:
• Ed Shannon

6. **Citizens Address**

Debbi Silverman - She spoke about problems with a difficult neighbor. She gave examples of poor behavior. She mentioned that the most persistent problem is the parking issue from the neighbor blocking driveways. She said everyone in the neighborhood is afraid of her.

Carrie Davis - She feels the Board gives special treatment to executives. She said last week she wasn't crazy. She said Mr Unger claimed that Mr Wecklbach debunked her issues. She said she is waiting on a request regarding the "mountain" at WaWa. She appreciates Mr Wahlert and his questioning of the WaWa representative.





Eric Reifenberger - He gave an update on the Cans to Care. He said they have surpassed the original goal. He thanked everyone that has helped the cause.

Matt Tietsort - He asked if Mt WaWa is contaminated.

7. **Administrative Reports**

Mr Miller - He said we have been told by WaWa that Phase 1 and Phase 2 studies are complete and they passed. He said the property at the corner of Raeanne and Colerain Ave had received a "No further Action Needed" letter. He said the zoning department is holding a public meeting regarding chickens and bees. The meeting will be on Thursday at 6:30pm.

Police Chief Cordie - He addressed the comments re: green river. He said illegal parking is on the books. He gave examples of parking issues the PD can get involved in.

Ms Mays - Yesterday was the 5-year anniversary of losing Jason Haynes.

8. **Trustees' Report**

Mr Wahlert - He spoke about the WaWa issue. He said he wanted to call WaWa up to get the answers on the record. He stressed that the township needs to work together with WaWa. He was pleased the zoning department asked for a legal opinion. He wants to get analysis of software products for the township. He thanked Mr Miller for the work he's done with new businesses. He said campaign signs on township property are an issue.

Mr Unger - He said hello to viewers from Los Angeles. He mentioned the loss of Jason Haynes. He said that 5 years has gone by fast. He spoke about comments said at the last meeting and that we have never paid to have a sign removed. He said hats off to our code enforcement for recent issues. He spoke about the new sidewalks on Joseph Road. He gave congratulations to Germania on a very successful event this past week.

Ms Ulrich - She wished everyone a happy and healthy Labor Day. She spoke about the Acoustic Blues concert coming up at Colerain Park. She mentioned the Colerain Recycle Day coming up. She talked about Barktoberfest coming up at Heritage Park. He spoke about the recent CLOUT meeting she attended.

9. **New Business**

Public Safety

- a. Motion to Authorize the Township Administrator to Execute a Software as a Service (SaaS) License Agreement with Julota for \$16,970.00

Chief Walls recommended ADOPTION of the Motion.

Rationale: Colerain Fire and EMS is transitioning from Rainbow Healthcare to Julota



software for Community Paramedicine operations. This change is being made to improve workflow efficiency, enhance data management, and provide more robust reporting capabilities. Julota's platform better aligns with the department's operational needs and supports streamlined communication between field personnel and administrative staff, ultimately allowing for improved patient care and program oversight.

Motion Mr Wahlert, Seconded Ms Ulrich

Discussion:

Mr Unger - So what is it?

Chief Walls - A reporting platform for para-medicine for the EMS reporting system.

Ms Ulrich - Is this replacing any software?

Chief Walls - It will replace Rainbow Health.

All voted Yes. Motion approved.

- b. Motion to Approve Change Order #7 - Pepper Construction - Fire Station 26 & 102 - \$13,556.34

Mr Weckbach recommended ADOPTION of the Motion.

Rationale: This change order would account for minor project updates that were identified during construction. This includes updates to the lockers in the bays, kitchen hoods, and other code related changes.

Contingency Accounting:

Current:

Change Order 1: No change

Change Order 2: \$33,845.22

Change Order 3: \$117.36

Change Order 4: \$121,269.62

Change Order 5: \$58,535.00

Change Order 6: \$0

Change Order 7: \$13,556.34

New Contingency Total: \$72,676.46

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion:

All voted Yes. Motion approved.

- c. Resolution Declaring Nuisance and Ordering Abatement

Chief Cordie recommended ADOPTION of Resolution #95-25.

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

2477 Bluemark Dr. 510-0063-0221-00

2936 Butterwick Dr. 510-0034-0207-00

3252 Deshler Dr. 510-0102-0170-00

7390 East Miami River Rd. 510-0044-0110-00

7163 Hunters Ridge Ln. 510-0044-0351-00

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3291 March Ter. 510-0081-0446-00
3418 March Ter. 510-0081-0294-00
3167 Regal Ln. 510-0060-0126-00
2656 Royal Glen Dr. 510-0072-0304-00
2430 Springdale Rd. 510-0043-0033-00
3020 Struble Rd. 510-0033-0038-00
3126 Struble Rd. 510-0033-0078-00
7857 Tucson Ct. 510-0072-0387-00
12039 Wincanton Dr. 510-0011-0110-00

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

No discussion.

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

Resolution passed.

d. Resolution Declaring a Junk Motor Vehicle - 2480 Clovercrest Dr. - 1 of 4

Chief Cordie recommended ADOPTION of Resolution #96-25.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 2480 Clovercrest Dr. Cincinnati, OH 45239 1. (OHIO) KEX6470, 1988, Black and Red, Chevrolet, Silverado.

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 - 2900 Geraldine Dr. - 2 of 4

Chief Cordie recommended ADOPTION of Resolution #97-25.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 2900 Geraldine Dr. Cincinnati, OH 45239 1. (OHIO) FOR3483, 1999, Yellow, GMC, School Bus 2. (NO PLATE)

Unknown Year, Black, Unknown Make, Utility Trailer.

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion.

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

Resolution passed.

f. Resolution Declaring a Junk Motor Vehicle - 8209 Chesswood Dr. - 3 of 4

Chief Cordie recommended ADOPTION of Resolution #98-25.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 8209 Chesswood Dr. Cincinnati,

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OH 45239 1. (NO TAG) 1998, Green, Cadillac, Deville 2. (OHIO) JXD7324, 2012, White, Hyundai, Sonata 3. (OHIO) KEL8907, 2006, Grey, Honda, Civic.

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 - 8585 Sunlight Dr. - 4 of 4

Chief Cordie recommended ADOPTION of Resolution #99-25.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 8585 Sunlight Dr. Cincinnati, OH 45239 1. (OHIO) GYQ6951, 2007, Blue, Chrysler, Sebring.

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 BZA Case ZCE-25-7, Declaration of Abandoned Signage at 2539 W. Galbraith Rd.

Mr Miller recommended ADOPTION of Resolution #100-25.

Rationale: The Board of Zoning Appeals held a public hearing on Case ZCE-25-7 on June 25, 2025 and voted to declare the subject sign in question is no longer associated with an active business or use and, under the provisions of the Zoning Resolution, is considered abandoned and classified as a public nuisance due to its potential to negatively impact the aesthetic value, safety, and overall quality of the surrounding area, contributing to property deterioration and blight.

Motion to Approve Mr Wahlert, Seconded Mr Unger

Discussion:

Mr Wahlert - We're talking about the sign and the posts.

Mr Miller - Yes, it is the entire structure.

Mr Unger - This is an important program (citing locations in Hamilton, OH). We're looking for compliance, and we're not being punitive.

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

Resolution passed.

b. Resolution Approving or Denying BZA Case ZCE-25-15, Declaration of Illegally Placed Signage at 9090 Pippin Rd.

Mr Miller recommended ADOPTION of Resolution #101-25.

Rationale: The Board of Zoning Appeals held a public hearing on Case ZCE-25-15 on June 25, 2025 and voted to declare the subject sign in question as illegally placed and, under the provisions of the Zoning Resolution, is considered illegally placed and classified as a public nuisance due to its potential to negatively impact the aesthetic



value, safety, and overall quality of the surrounding area, contributing to property deterioration and blight.

Motion to Approve Mr Wahlert, Seconded Ms Ulrich

No discussion:

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

Resolution passed.

- c. Resolution Approving or Denying BZA Case ZCE-25-17, Declaration of Abandoned Signage at 9406 Pippin Rd.

Mr Miller recommended ADOPTION of Resolution #102-25.

Rationale: The Board of Zoning Appeals held a public hearing on Case ZCE-25-17 on June 25, 2025 and voted to declare the subject sign in question is no longer associated with an active business or use and, under the provisions of the Zoning Resolution, is considered abandoned and classified as a public nuisance due to its potential to negatively impact the aesthetic value, safety, and overall quality of the surrounding area, contributing to property deterioration and blight.

Motion to Approve Mr Unger, Seconded Ms Ulrich

No discussion:

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

Resolution passed.

- d. Motion to Approve Updated Planning & Zoning Fee Schedule

Mr Miller recommended ADOPTION of the Motion.

Rationale: These updates are intended to make the Township's zoning and development fee structure more equitable, competitive, and reflective of the actual time and resources required for each type of review. The adjustments ensure fees are proportionate to the complexity of the work involved while aligning with regional standards to encourage quality development.

- A base fee has been added for non-residential construction to align more closely with residential construction fees. Previously, non-residential applicants were charged solely on a per-square-foot basis, meaning a project would need to exceed 3,500 square feet before reaching the equivalent of the current \$350 residential fee, despite the fact that non-residential reviews are significantly more time-intensive. The updated structure applies a base fee plus a per-square-foot charge, creating a more equitable approach for all applicants.

- While our current fee for new residential construction is on the higher end compared to neighboring townships, the proposed rate would place us on the lower end of the regional scale. This keeps us competitive for attracting housing development while still recovering the Township's review costs. The adjustment also offsets increases to non-residential and accessory structure fees, resulting in a balanced overall schedule.

- In the last update, additions were combined with new construction fees, which resulted in higher charges than warranted. Since additions generally require less review time, their fees have now been set equal to accessory structure fees. The accessory structure fee has also been adjusted to \$100 to better reflect the review time involved, which is approximately half that of a primary structure review, making the updated

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amount proportionate.

- To better align costs with review time, the per-square-foot rate for Master Signage Plans has been reduced from \$2.50 to \$2.00. This change keeps the process affordable, particularly for larger signs, while still covering staff analysis and plan review.
- A fee has been established for Administrative Waiver requests to reflect the staff time involved, which is comparable to Zoning Verification Letters and Minor Modifications.
- For standard zoning district map amendments, the process includes two public hearings: one before the Zoning Commission and one before the Board of Trustees. The revised fee structure charges \$500 per hearing, consistent with the rates for Variance and Conditional Use cases, which also require extensive staff analysis, mapping, and report preparation. Charging per lot has been eliminated, as review time is not dependent on the number of parcels. Finally, the fee for these types of Map Amendments was previously \$1,000, so we are simply returning to that previous fee.
- Major Modification applications no longer require Zoning Commission review, making the previous \$1,500 fee disproportionate. The updated fee is \$500, consistent with other Board hearings such as Variances and Conditional Uses. Minor Modifications, which are now handled entirely by staff without a hearing, have been aligned with Administrative Waiver fees to reflect the reduced process.
- The fee language for multiple cases heard at the same BZA meeting has been clarified to avoid any misunderstanding about how the charge is applied.
- The \$150 public notice fee has been removed. Recent changes to the Ohio Revised Code have significantly reduced the cost of public notification, eliminating the need for a separate charge. The minimal remaining costs are now incorporated into the overall application fee.

Motion to approve amended motion, Mr Unger, Seconded Mr Wahlert

No discussion.

All voted Yes. Motion approved.

Administration

- a. Motion to Set Public Hearing for Taylor Glen Phase 2 Lighting District for September 9, 2025 at 6pm at 4200 Springdale Road

Mr Weckbach recommended ADOPTION of the Motion.

Rationale: The Township received petitions from the property owner to have a lighting district established at Taylor Glen. A public hearing is required by the Trustees after receipt of petitions.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

- b. Resolution Authorizing the Adoption of Amended Appropriations



Mr McElravy recommended ADOPTION of Resolution #103-25.

Rationale: Adoption of this Resolution would result in changes in appropriations for five Funds:

Fund 2081 (Police District) - increase appropriations by \$32,510, to \$11,975,880, in order to replace a cruiser that was struck and deemed totaled.

Fund 2274 (American Rescue Plan) - increase appropriations by \$6.41, to \$6.41, in order to return those funds to the U.S. Treasury and close out the grant.

Fund 2901 (TIF- Kroger) - increase appropriations by \$132,208, to \$458,708, in anticipation of resources exceeding what was originally budgeted and allowing for increased debt service on the bonds for the project.

Fund 2905 (TIF- Northridge) - decrease appropriations by \$51,937, to \$83,064, to align appropriations with forecasted revenue.

Fund 2915 (TIF- Lake Gloria) - decrease appropriations by \$166,467, to \$16,033, to align appropriations with forecasted revenue.

Motion Ms Ulrich, Seconded Mr Wahlert

Discussion:

Mr Wahlert - The drop for Lake Gloria is just for this year. Do we anticipate revenues from those TIF's to be different in the future?

Mr McElravy - We do as the project builds out.

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

Resolution passed.

c. Discussion and direction on updates to the Township Policy Book

Staff strives to manage policy, as adopted by the Board of Trustees. The adopted Policy Book serves as a foundation for day-to-day management of the organization. A policy book for Colerain Township that compiled all existing policies and consolidated practices across departments was recently adopted in 2024. Throughout the past year, staff has cataloged various policy issues and questions that require clarification. These updates and other policies for potential inclusion include: - Policy 1.6 Employee Evaluation Policy: Clarifies that if a department has their own probationary evaluation process that it would supersede the township policy. - Policy 1.7 Insurance and MERP Policy: Updates the IRS Guidelines to "current" thresholds so that the policy does not need to be updated every time it changes. Also adds a "vesting" or clawback period for Health Savings Account contributions from the Township should an employee leave the organization through resignation (not including by disability or retirement) or discharge. The unvested, pro-rated funds will be given back to the township. - Policy 1.8 Paid Time Off Policy: Adds an exception that any new employee hired on November 1st of the current year can roll over any Personal Time into the next calendar year. - Policy 1.12 Employee Discipline Policy: Adds language to grievance procedures that specifies that discipline that does not create a wage loss (verbal counselings, written warnings and written reprimands) are not grievable. - Policy 1.22 Telecommunications Policy: Adds positions that are reflected in the staffing plan. - Policy 2.19 Declared Disaster Work Force Policy: New policy that provides an extra

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layer of protection when applying for FEMA reimbursements. - Policy 2.2, 3.7 and 4.10 all reference "current" Ohio Revised Code requirements for public notices and bidding thresholds so that the policies do not have to be updated every time these change.

Discussion:

Mr Wahlert - On 1.6 are we talking about those that have collective bargaining?

Ms Mays - Currently probationary employees will receive reports on how they're doing instead of an evaluation.

Mr Weckbach - It's not to suggest that there's less evaluation if that was the question.

Mr Wahlert - No, my question is, if there is some action to be taken, it's still done at the higher level not the lower level.

Mr Weckbach - Yes.

Motion Authorizing the Township Administrator to Execute a Right of Way

- d. Consulting Agreement with OR Colan for the Springdale Road Sidewalk Project PID#120861.

Ms Mays recommended ADOPTION of the Motion.

Rationale: It is necessary for the Township Administrator to execute a Right of Way consultant agreement with OR Colan for the Springdale Road Sidewalk project PID#120861. The scope of this project, in partnership with the Ohio Department of Transportation and Hamilton County, involves temporary right of way acquisition to complete the installment of sidewalks along Springdale Road from the corner of Poole Road to Yellowwood Drive. This agreement will not exceed \$111,140 and has been identified in the 2025 Capital Improvement Plan.

Motion Mr Wahlert, Seconded Ms Ulrich

Discussion:

Mr Unger - Is any of that covered by the grant?

Mr Weckbach - Not in this case.

All voted Yes. Motion approved.

10. Old Business

Motion to approve previous text amendment on Check to cash moving across the street Mr Wahlert, Seconded Ms Ulrich

No discussion

All voted Yes. Motion approved.

11. Consent Items

- a. Donation Acceptance- Diane Seiwert

The Colerain Township Community Center is grateful for the \$20 donation from Diane Seiwert and Chrysalis Health Care, Inc.

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- b. Motion to Approve Change Order #6 - Pepper Construction - Fire Station 26 & 102 - \$0

This change order is solely to extend the schedule for the fire station project. The stations are currently operational, however there are still some items left to be addressed as part of the project, which is primarily exterior landscaping related.

Contingency Accounting:

Current:

Change Order 1: No change

Change Order 2: \$33,845.22

Change Order 3: \$117.36

Change Order 4: \$121,269.62

Change Order 5: \$58,535.00

Change Order 6: \$0

New Contingency Total: \$86,232.80

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

No discussion.

All voted Yes. All consent items approved.

12. **Fiscal Office Report**

We have responded to 320 public records requests so far this year.

13. **Executive Session**

Mr Weckbach recommended the board of trustees convene into executive session 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)(8) to consider confidential information relating to specific business strategy and to discuss negotiations with other political subdivisions respecting requests for economic development assistance.

Motion Mr Wahlert, Seconded Ms Ulrich

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

Executive session convened at 7:31pm

Ms Ulrich called the meeting back to order at 8:32pm

All trustees and the fiscal officer were present.

Mr Weckbach had nothing to report from executive session.

14. **Adjournment**

Motion to adjourn Mr Wahlert, Seconded Ms Ulrich

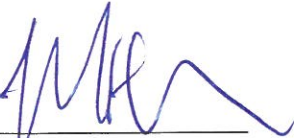
All voted Yes.

Meeting adjourned at 8:32pm

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Fiscal Officer


Trustee


Trustee


Trustee