

Minutes

September 9, 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 a motion for the approval of the minutes from the board of trustees meeting on 8-26-25.
Motion Mr Unger, Seconded Mr Wahlert
All voted Yes. Minutes approved.

5. **Citizens Address**

Gerhard Schmidt - He talked about the Colerain Twp recycling event. He said a lot of the items could generate revenue and pay for the event. He spoke about Colerain Fire Stations accepting recycled fire extinguishers. He spoke about commercial construction sites complying with the zoning department. He mentioned the buildings demolished at Banning and Blue Rock Rd's. He hopes the site has a lead base paint permit. He thanked the Colerain Police and Fire Departments for their work.

Carrie Davis - She spoke about having a debate. She mentioned a public records request at the last meeting regarding WaWa. She spoke about the OTA handbook. She spoke about the claims we don't have anything to do with storm water. She requested the legal opinion be shared when it's complete.

6. **Administrative Reports**

Fire Chief Walls - For the month of August we had 863 EMS incidents, 198 Fire incidents, we had 38 responses into the Pleasant Run area and 5 into the West College Hill area. We had 1 significant fire incident with a \$65,000 loss and a significant fire with a \$55,000 loss. Property value saved was \$487,000. Response time average was 5:08.

Police Chief Cordie - For August we responded to 3969 calls for service, 128 calls per day. We conducted 206 traffic stops, handled 149 auto accidents, made 87 arrests, responded to 32 animal complaints. We made 8 OVI arrests and wrote 253 citations. We had 6 uses of force and opened 1 internal investigation.



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Ms Mays - Park visitors for August were 4456 at Heritage Park, 4915 at Colerain Park and 6300 at Clippard Park. 10 signs were picked up. 187 bags of trash, 3 shopping carts and 3 tires.

Mr Miller - We had 3 cases in BZA and introduced 5 separate cases in the zoning commission. There was 1 single family home application, 4 solar tech applications, 49 residential apps.

Mr Weckbach - He showed the reference in the OTA handbook regarding underground water drainage in a subdivision. He clarified that his statement is the only entity that has approved a permit related to the mound at WaWa has been Hamilton County Soil & Water.

7. **Trustees' Report**

Mr Unger - He spoke about a house on Byrnside going to auction. He mentioned a call about a guy hanging out at Home Depots lot. He spoke about a debate on Waycross coming up. He mentioned the Habitat for Humanity project in Colerain.

Mr Wahlert - He said all the employees of the township do a great job. He is happy to hear about the number of firearms taken off the street by the Police Impact Team.

Ms Ulrich - She said we have a superior Police Dept and a Top Notch Fire Dept. She spoke about the last concert last Friday. She spoke about the Barktoberfest coming up. She wants everyone to invite any veteran to the veterans dinner coming up.

8. **New Business**

Public Safety

- a. Resolution Declaring a Junk Motor Vehicle - 2968 Compton Rd. - 1 of 2

Chief Cordie recommended ADOPTION of Resolution #104-25.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 2968 Compton Rd. Cincinnati, OH 45239 1. (FLORIDA) JGPC71, 2004, White/Grey, Hurricane, Triton (Class A Camper).

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion.

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

Resolution passed.

- b. Resolution Declaring a Junk Motor Vehicle - 2731 Banning Rd. - 2 of 2

Chief Cordie recommended ADOPTION of Resolution #105-25.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of

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the Junk Motor Vehicle at the Following Property: 2731 Banning Rd. Cincinnati, OH 45239 1. (OHIO) KMT5991, 2007, Black, Chevrolet, Tahoe.

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion

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

Resolution passed.

Development

- Motion to set a Public Hearing for September 23, 2025 at 6:00 PM re: Board of
- a. Zoning Appeals Case BZA-25-26, Declaration of a Nonconforming and Abandoned Sign at 9403 Colerain Avenue

Mr Miller recommended ADOPTION of the Motion.

Rationale: Per the newly adopted guidelines, a public hearing before the Trustees will occur prior to any formal action being taken to remediate the potentially abandoned sign.

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion

All voted Yes. Motion approved

Administration

- a. Motion to Set Work Session on Capital Budget for October 14, 2025 at 6PM

Mr Weckbach recommended ADOPTION of the Motion.

Rationale: Per the Trustees Rules of Procedure, the Trustees will hold a work session annually to review the capital reserve.

Motion Mr Unger, Seconded Ms Ulrich

No discussion

All voted Yes. Motion approved.

- b. Resolution Authorizing the Establishment of an Unclaimed Monies Fund

Mr McElravy recommended ADOPTION of Resolution #106-25.

Rationale: Over the years, the Township has issued checks that have not been cashed. The creation of an Unclaimed Monies Fund would allow for those funds to be paid to the General Fund after a five-year holding period.

Motion Mr Wahlert, Seconded Ms Ulrich

Discussion:

Mr Wahlert - If you're on this list, you get published all over the place.

Mr Unger - It's a different list. This is if the township issues you a refund for a permit you didn't use and you never cashed the check.

Mr McElravy - I am confident that we need to establish our own list.

Mr Unger - If it generates a sum, I would prefer not to touch it, but we could take investment income from it.

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



Resolution passed.

9. Old Business

a. Resolution Adopting Updated Township Policy Book

Ms Mays recommended ADOPTION of Resolution #107-25.

Rationale: 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 layer of protection when applying for FEMA reimbursements. - Policy 2.2, 3.6, 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. These recommended updates were presented to the Board at the August 26, 2025 meeting as a first reading with support from the Trustees. This is the second reading and request for a motion to approve the Resolution.

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion

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

Resolution passed.

10. Consent Items

a. Contract - Choice One Engineering - Boundary Survey - \$7,625 - NOEXP

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The attached agreement will lead to a newly formed parcel that will separate the Impound Lot from the existing Colerain Park parcel.

b. Contract - Arcadis - Station 26 & 102 Detention Pond Plat - \$8,000

As part of the final occupancy process, the Township is required to have a separate plat for the detention ponds at Station 102 and Station 26. This contract with Arcadis will provide those documents and costs \$4,000 per station or \$8,000 total.

c. Contract - Arcadis - Boundary Survey - \$8,500

The attached agreement will separate the parcels at Groesbeck Park to create a new dedicated parcel specific to Fire Station 26.

d. Contract - TransUnion - TL Oxp Online - \$1,800 - 1 Year

Contract with TransUnion for access to search database for investigations.

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

11. **Fiscal Office Report**

We have reached 325 records requests for the year. We have 1 outstanding request. The year to date payables/revenue #'s are still trending very positive. Revenue is at 59% and expenses are at 59.5%.

12. **Executive Session**

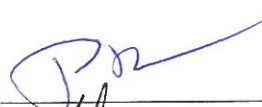
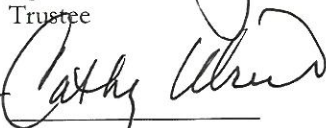
Not needed.

13. **Adjournment**

Motion to adjourn Mr Wahlert, Seconded Mr Unger

All voted Yes.

Meeting adjourned at 7:00pm

	
Fiscal Officer	Trustee
	
Trustee	Trustee