

COLERAIN

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Minutes

December 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 11-11-25.
Motion Mr Unger, Seconded Mr Wahlert
All voted Yes. Minutes approved.

Mr Baker recommended a motion for the approval of the minutes from the board of trustees special meeting on 11-18-25.
Motion Mr Unger, Seconded Mr Wahlert
All voted Yes. Minutes approved.

5. **Public Hearings**

- CZC-25-15:** The applicant, David Haley, is requesting a Map Amendment to
- a. rezone the property located at 3882 Colerain Avenue from RER (Rural Estate Residential) to AMN (Avenue Mixed North)

Motion to open the public hearing Mr Wahlert, Seconded Ms Ulrich
All voted Yes. Public Hearing opened.

Mr Conover swore in all those who wished to speak.

Alissa Menkhaus - She spoke on behalf of the Fernbach family. She requested the board to change the zoning for the property. She said it is the best use for the property. She would like a business to thrive at that location again.

Doris Haubner - She heard the intent was for a dispensary. She thinks what goes there is very important. She may not be opposed depending on what the business is. She does not want a dispensary there.



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Rebecca Rolfert - She wanted to express her opposition to the re-zoning. She thinks the traffic is already an issue at the property.

Tricia Reading - She wants to uphold the zoning board's recommendation to deny the proposed change to the zoning request. She said the change doesn't serve the public's interest.

Edward Mitchell - He said the idea of a dispensary would be better there than in the other proposed properties.

Chris Henson - She said she gets why the Fernbach family wants to sell the property. She said WaWa was supposed to be the last business development heading north. She said she has already had to adjust her driving route. She wants the area to remain rural.

Robert Thomas - He echoes the opposition of the re-zoning.

David Haley (Applicant) - He said if the township wants to maximize tax revenue, this property is the best location. He said the township would be giving up between \$200,000 and \$300,000 if they didn't zone that property.

Dennis Fernbach - He said no one wants anything to happen with the property. He doesn't understand why it can't be a business property. He said the rest of the businesses have been there for a while now.

John Schusler - He said there would be no smell issue if the property were a dispensary. He said there would be a lot of economic benefit for a dispensary. He said a dispensary would not attract crime.

Jennifer Wiggins - She said there are a lot of accidents on Struble.

Pamela Fernbach - She said this is a legacy family and a legacy property.

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

- CZC-25-14:** The applicant, the Colerain Township Zoning Commission, is
- b. requesting a Text Amendment to amend the Township-wide cap on Alternative Financial Service businesses

Motion to open the public hearing, Mr Wahlert, Seconded Ms Ulrich
All voted Yes. Public Hearing opened.

No one was present to speak.

Motion to close the public hearing, Mr Wahlert, Seconded Mr Unger

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All voted Yes. Public Hearing closed.

c. **BZA-25-26:** Declaration of an Abandoned Sign at 9403 Colerain Avenue
Motion to open the public hearing Mr Wahlert, Seconded Ms Ulrich
All voted Yes. Public Hearing opened.

Mr Conover swore in all those who wished to speak,

Bill Blessing - Their argument is that the sign was never abandoned. He said the sign was partially moved to accommodate another tenant. He said the sign has been in use for nearly 40 years until Covid.

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

CZC-25-6: The applicant, the Colerain Township Zoning Commission, is
d. requesting a Text Amendment to Revise Standards Related to Animal and Agricultural Uses

Motion to open the public hearing Mr Wahlert, Seconded Ms Ulrich
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.

CZC-25-12: The applicant, the Colerain Township Zoning Commission, is
e. requesting a Text Amendment to Revise Use Permissions

Motion to open the public hearing Mr Wahlert, Seconded Ms Ulrich

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.

6. **Presentations**

a. Cans to Care Presentation by Eric Reifenberger
Eric Reifenberger presented a check to the Colerain Fire Department for \$2726.88.

7. **Citizens Address**

Lisa Busch-Tomes - She spoke on signage changes in the township. She is a salon owner. Her challenge is her sign was damaged due to a car accident. She said 36% of new guests

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are a result of her sign. She employs 19 people. The signage is a vital piece of her business.

John Schuessler - He wants 2 dispensaries in the township. He thinks the township would lose in litigation over their current dispensary guidelines.

Gerhard Schmidt - He asked for a report on the Colerain Give Back Day. He asked for the township to have another one next year. He would also like for the "coffee with the chiefs" to continue. He spoke about the design of the sidewalk on Poole Rd.

8. **Administrative Reports**

Fire Chief Walls - For the month of November there were 838 EMS incidents, 186 fire incidents, 40 responses into the Pleasant Run EMS contract area, 3 responses into the the West College Hill contract area. We had a 4:54 average response time.

Police Chief Cordie - For the month of November we responded to 3757 calls for service, that puts us at 41,781 for the year, 125 per day. We conducted 290 traffic stops, handled 195 auto accidents, made 108 arrests, while handling 51 animal complaints. We had 9 OVI arrests, wrote 340 citations.

Ms Mays - Park visitors for the year so far are 36468 at Heritage Park, 39723 at Colerain Park and 51129 at Clippard Park. 1765 bags of litter have been collected.

Mr Miller - We had 31 permits for the month of November. We had 3 BZA cases and 2 zoning commission cases.

Mr Weckbach We are at 85% completion for our strategic plan.

9. **Trustees' Report**

Mr Unger - He spoke about the Poole Rd sidewalk design. He compared it to one near by in Green Township. He complimented the Hamilton County board of Health with a tire issue. He spoke about the dispensary guidelines. He mentioned the WaWa grand opening. He commented about a Colerain resident Frank Knight.

I would like to make a comment on a marvelous citizen we had here that passed recently, Frank Knight. Frank was one of the most positive spirited, resilient, optimistic, able to overcome every challenge in life people and I never heard him say an unkind word about anybody. Frank overcame so much in his life and ultimately he used his voice talent and he was the top rated show (Sunday nights) on 92.5 The Fox for the past 6 years. He had to give his show up about 6 months ago because of the progression of his throat cancer and sadly, he passed away last month. Frank was certainly a wonderful Colerain Township resident

Mr Wahlert - He spoke about the Hamilton County Solid Waste Board meeting. He



mentioned tipping rates that were discussed. He said that board is split with regard to composting.

Ms Ulrich - She spoke about the WaWa ribbon cutting and the donations they made to the township. She mentioned the Hamilton County Municipal League meeting. She complimented the staff at Colerain Township.

10. **New Business**

Development

- a. Resolution to APPROVE/DENY Case CZC - 25-15: Map Amendment to Rezone 3882 Colerain Avenue from Rural Estate Residential to Avenue Mixed North

Mr Miller recommended approval/denial of Resolution #146-25.

Recommendation: Denial Rationale:

Surrounding zoning districts include AMN (Avenue Mixed North) immediately to the south, where a new Wawa convenience store is nearing completion as part of a Planned District with AMN underlying zoning. Across the street to the west, three parcels remain zoned RER (Rural Estate Residential). The property to the north is owned by Rumpke and is located in proximity to the Rumpke landfill. Although the broader corridor functions as a major commercial arterial, pockets of established residential properties remain interspersed throughout this area and continue to be zoned residential in most cases. Although AMN exists directly to the south, the subject property is part of a cluster of RER-zoned parcels. Rezoning this parcel may create a leap in commercial zoning into an area where residential zoning has been intentionally maintained. While the corridor is broadly commercial in function, the Township's zoning map reflects deliberate efforts to protect remaining residential pockets in sensitive transition areas.

Motion to Deny Mr Unger, Seconded Ms Ulrich

No discussion:

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

Resolution denying passed.

- b. Resolution to APPROVE/DENY Case CZC-25-14: Text Amendment for Alternative Financial Service Businesses

Mr Miller recommended approval/denial of Resolution #147-25.

Recommendation: Denial

Rationale: The amendment proposes to reduce the population threshold used to regulate the Township-wide cap on alternative financial service establishments, effectively loosening existing limitations on their overall number.

Motion to deny Mr Wahlert, Seconded Ms Ulrich

Discussion:

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Mr Unger - So this would not allow them to move?

Mr Weckbach - A denial would keep our cap at 5 alternative financial services within the township, we have 6 currently.

Mr Wahlert - A denial, the non conforming use, they couldn't re-establish at a new location because we're at the cap.

Mr Conover - Alternative financial services is not part of the agreement just to be clear.

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

Resolution to deny passed.

- c. Resolution to Approve/Deny Case BZA-25-26 — Declaration of an Abandoned Sign at 9403 Colerain Avenue

Mr Miller recommended ADOPTION of Resolution #148-25.

Rationale: The ground sign at issue became a nonconforming structure upon the Township's adoption of revised regulations establishing minimum setback requirements for signage. Following the implementation of those regulations, the sign ceased to be actively used for lawful purposes and was determined to be abandoned as of no later than November 2022. In accordance with the provisions of the Colerain Township Zoning Resolution governing the discontinuation of nonconforming uses, the sign's legal nonconforming status was extinguished in November 2024 due to a continuous two-year period of nonuse. As a result, the subject sign has permanently forfeited any legal nonconforming rights and may not be reactivated, reconstructed, altered, or utilized for any form of signage, whether for on-site or off-site businesses, now or in the future.

Motion to approve Ms Ulrich, Seconded Mr Wahlert

No discussion.

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

Resolution passed.

- d. Resolution to Approve/Deny Case CZC-25-6 - Zoning Resolution Text Amendment to Revise Standards Related to Animal and Agricultural Uses

Mr Miller recommended ADOPTION of Resolution #149-25.

Rationale: After substantive discussions with the Zoning Commission and through resident engagement, the proposed amendment clarifies the applicability of agricultural regulations in accordance with Ohio Revised Code Sections 519.01 and 519.21, introduces specific animal-keeping standards by type and lot size, and establishes setbacks, containment, and sanitation requirements to ensure compatibility with surrounding land uses. The updated language strengthens legal defensibility, aligns local regulations with state law, and provides clear, enforceable standards that protect public health and neighborhood character while supporting responsible agricultural practices in appropriate areas of the Township.

Motion Ms Ulrich, Seconded Mr Unger

No discussion.

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

Resolution passed.

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- e. Resolution to Approve/Deny Case CZC-25-12 - Zoning Resolution Text Amendment to Revise Use Permissions

Mr Miller recommended ADOPTION of Resolution #150-25.

Rationale: Staff has identified that Articles 3 (Use Permissions) and 7 (Definitions) of the Zoning Resolution include outdated use names, inconsistent permissions across zoning districts, and cross-reference conflicts carried forward from prior piecemeal amendments and the October 10, 2024 comprehensive update. These inconsistencies have reduced clarity and complicated enforcement. On August 19, 2025, the Zoning Commission initiated Text Amendment CZC-25-12, directing staff to revise the use permissions and update related definitions. This Text Amendment provides the proper revisions to accomplish said goals.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

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

Resolution passed.

Public Safety

- a. Resolution Declaring Nuisance and Ordering Abatement

Chief Cordie recommended ADOPTION of Resolution #151-25.

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

3236 Cliffside Dr 510-0102-0290-00

3374 Dolomar Dr 510-0083-0105-00

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.

- b. Resolution Declaring a Junk Motor Vehicle - 2272 Miles Rd. - 1 of 2

Chief Cordie recommended ADOPTION of Resolution #152-25.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 2272 Miles Rd. Cincinnati, OH 45231- Parcel ID 510-0051-0116-00 to be inoperable, extensively damaged, and at least three model years old: 1. (NO TAG) 1985, RED, CHEVROLET, S10.

Motion Mr Unger, Seconded Mr Wahlert

No discussion.

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

Resolution passed.

- c. Resolution Declaring Junk Motor Vehicles - 9757 Yuba Ct. - 2 of 2



Chief Cordie recommended ADOPTION of Resolution #153-25.

Rationale: Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property: 9757 Yuba Ct. Cincinnati, OH 45231- Parcel ID 510-0051-0086-00 to be inoperable, extensively damaged, and at least three model years old: 1. (OHIO) JXQ5463, 2004, GREY, LINCOLN, NAVIGATOR 2. (OHIO) 769PKC, 2001, RED, CHEVROLET, MONTE CARLO.

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion.

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

Resolution passed.

- d. Resolution Declaring Registrable Properties and Ordering Abatement - 2885 Kingman Dr. - 1 of 2

Chief Cordie recommended ADOPTION of Resolution #154-25.

Rationale: Rationale: The Code Enforcement Review Board (CERB) held a case and hearing on the properties below. Based on review, the CERB passed a motion to recommend that the Board of Trustees declare these properties as subject to compliance with the Colerain Township Rental Registration Program, and fees assessed against the property at the addresses below: 2885 Kingman Dr. Cincinnati, Ohio 45251 CERB has deemed each property to be in violation of failure to register (first offense) with a late fee assessed.

Motion Mr Wahlert, Seconded Ms Ulrich

No discussion.

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

Resolution passed.

- e. Resolution Declaring Registrable Properties and Ordering Abatement - 11322 Templeton Dr. - 2 of 2

Chief Cordie recommended ADOPTION of Resolution #155-25.

Rationale: The Code Enforcement Review Board (CERB) held a case and hearing on the properties below. Based on review, the CERB passed a motion to recommend that the Board of Trustees declare these properties as subject to compliance with the Colerain Township Rental Registration Program, and fees assessed against the property at the addresses below: 11322 Templeton Dr. Cincinnati, OH 45251 CERB has deemed each property to be in violation of failure to register (first offense) with a late fee assessed.

Motion Mr Wahlert, Seconded Mr Unger

No discussion.

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

Resolution passed.

- f. Motion to Approve Project Close Out Change Order #8 - Pepper Construction - Fire Station 26 & 102 - \$69,000

Chief Walls recommended ADOPTION of the Motion.

Rationale: This represents the final change order for the project. Once this is



completed, the project will be able to enter into close out and the fund will be able to be balanced in mid-2026. This change order would account for all outstanding project items throughout the life of the project. This includes updates to the life safety, HVAC, plumbing, and other critical systems to comply with all building code regulations.

Contingency Accounting:

Current: \$72,676.46

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

Change Order 8: \$69,000

New Contingency Total: \$3,676.46

Motion Mr Unger, Seconded Ms Ulrich

No discussion:

All voted Yes.

Motion approved.

Motion Authorizing the Township Administrator to Enter into an Addendum to the Agreement with Northwest Local School District for Police Services

Chief Cordie recommended ADOPTION of the Motion.

Rationale: This addendum will add three additional School Resource Officers to the existing agreement with Northwest Local School District. This will allow the department to add additional officers to Taylor Elementary, Pleasant Run Middle School, and Colerain Middle School.

Motion Mr Unger, Seconded Ms Ulrich

No discussion

All voted Yes. Motion approved.

Public Services

a. Discussion - Traffic Calming Policy

Trustee Unger has made a request for speed bumps to be installed along Orangewood.

In order to ensure alignment with Township policy, staff is requesting that the full board review the Policy 3.8, Traffic Calming Policy and discuss changes to the policy to help facilitate these requests, as well as identification of funding sources to cover the costs of installation of these items. Policy 3.8 is located here (page 199):

<https://www.colerain.org/DocumentCenter/View/5317/2025-MergedPolicy-Book---Updated-09-09-202>

Discussion:

Mr Unger - I reviewed the policy. I think this involves the one on Fairglen. After the

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events that went on at Clippard Park last summer, it was my feeling that the street was about to turn into a street takeover. I motioned for speed bumps and the other trustees agreed with me.

Mr Weckbach - One of the things that we've often had happen when we're installing these is residents coming out upset.

Mr Unger - We were also discussing an officer to secure Clippard Park at night.

Mr Weckbach - I'm speaking as a whole, not just Fairglen.

b. Motion to Adopt Five Year Road Plan

Ms Mays recommended ADOPTION of the Motion.

Rationale: Colerain Township's 2025 Road Program is in the final stages of completion which signals the release of a new five-year road plan to include years 2026 through 2030. Attached is a memo outlining the new plan and that looks at the overall Pavement Condition Index (PCI) of the Township over the past five years. Thanks to the investments made by the Trustees from 2020 to 2025, the overall PCI for the Township has improved from 60.7 in 2020 to 66.3 in 2025.

Motion Mr Unger, Seconded Mr Wahlert

No discussion:

All voted Yes. Motion approved.

c. Motion to Issue a Request for Bids for the 2026 Road Program

Recommend ADOPTION of the Motion. Rationale: The 2026-2030 Road Program has been assembled by Public Services. Consistent with past practice, Public Services is proposing that all streets in the 2026 Road Program receive a minimum of a two-inch mill of the current surface and two-inch fill with new liquid asphalt. The total depth of mill and fill will vary slightly in different areas of each street. These streets will also receive new curbs and needed repairs to storm basins. Once approved, we will release for bid the next business day with a planned bid opening of in early 2026.

Per the five year road plan, the following streets will receive a 2 inch mill and fill:

- Amarillo Ct
- Ambassador Dr
- Crestland Ct
- Ridgevalley Ct
- Chapel Heights
- Glohaven Ct
- Jackfrost Wy
- Fairglen Dr
- Silva Dr

Per the five year road plan, the following streets will be cape sealed in 2026:

- Annamarie Ct.
- Babygold Ct.
- Squirrelcreek Dr.
- Squirrelrun Ln

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- Sunapee Ct.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

- d. Motion Authorizing Invitation to Bid - Amarillo Court Stormwater Improvement and Road Replacement

Ms Mays recommended ADOPTION of the Motion.

Rationale: The Township is scheduled to receive funding from Hamilton County and from ODOT for this project. The Engineer's estimate is that this project will cost \$732,789. Sources to cover the cost of the project include: • \$146,970 Road and Bridge Fund • \$219,819 Grant from Hamilton County • \$366,789 Grant from ODOT SCIP program It is anticipated that all work will be completed in 2026 on this project. Amarillo court is the lowest rated street in the Township by Pavement Condition Index and has a history of flooding. This project should address both of those issues.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

- e. Motion Authorizing Township Administrator to Execute an Agreement with Rack and Ballauer Excavating Co., INC for Parking Lot Areas A, B, & C for \$786,484.65

Ms Mays recommended ADOPTION of the Motion.

Rationale: Staff has identified several parking areas on the Township's main campus that are in need of repaving, expansion, drainage upgrades and new installation to address aging infrastructure, security of Township equipment and safety concerns. After meeting with engineers and obtaining engineer's estimates, it was determined that the project could go out to bid to obtain bids to address these issues. The latest bid addressed three (3) immediate areas of concern:

- Area A, the installation of a new parking lot. The soccer fields at Drew Campbell lack both sufficient parking and a hard barrier separating the youth soccer programs from Springdale Road, creating a safety concern. This project would provide adequate parking and install the needed protective barriers to improve safety for field users.
- Area B, the expansion of the parking lot at the Maintenance Garage. Currently, several pieces of Roads Department equipment cannot be properly secured. Expanding the parking area at 4160 Springdale Road would allow all Township heavy machinery to be stored safely behind the gated fence.
- Area C, the renovation and expansion of the main parking lot. The main parking lot on campus has become insufficient for visitors over the last year due to the 2024 renovation and expansion of the building's basement training area, which is now home to the Cincinnati State Paramedic Program and a regional police training center. This project would expand parking to meet those needs.

The Township received ten (10) responses to the public bid for these three phases of parking lot construction. The bid table for the project is attached. Staff recommends

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awarding the project to the lowest bidder, Rack & Ballauer Excavating Co. Inc. for \$418,499.70 for Area A, \$277,459.45 for Area B and \$140,525.50 for Area C for a total bid package price of \$786,484.65.

Motion Mr Unger, Seconded Ms Ulrich

Discussion:

Mr Unger - A lot of the pavement around this building is the original pavement.

Mr Weckbach - Yes that is correct.

Mr Wahlert - Area A, we're talking about a new parking lot and a hard barrier. What type of hard barrier are we talking about?

Ms Mays - A barrier from the area to the street.

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

Motion approved.

- f. Motion to authorize the Township Administrator to execute an agreement with CivicPlus software for the Recreation Management on-line reservation tool

Ms Mays recommended ADOPTION of the Motion.

Rationale: CivicPlus is the current software provider for the Public Services on-line shelter and field reservation system. This agreement is a one-year renewal of the previous contract in the amount of \$6,025.02. It is recommended that the board approves this motion in order to continue providing seamless customer service to our users.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

- g. Motion Authorizing Township Administrator to Execute Agreement with MI Homes for Snow and Ice Removal of Abbeytown Subdivision

Ms Mays recommended ADOPTION of the Motion.

Rationale: The developer of the Abbeytown 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 3,070 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 Ms Ulrich

No discussion.

All voted Yes. Motion approved.

- h. Motion Authorizing Township Administrator to Execute an Agreement with Choice One Engineering for Design and Engineering of Amarillo Court Stormwater Drainage Improvements in the amount of \$74,750

Ms Mays recommended ADOPTION of the Motion.

Rationale: This contract is necessary to complete the Amarillo Court Stormwater

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improvements project. This project and the engineering costs are eligible for grant reimbursements through SCIP and Hamilton County.

Motion Mr Wahlert, Seconded Mr Unger

No discussion.

All voted Yes. Motion approved.

Administration

a. Discussion - Meeting Cadence for 2026

Rationale: In 2025, the Trustees opted to start the regular meetings of the board at 6pm with the business portion of the meeting and to forego executive session until the conclusion of the meeting. The purpose of this agenda item is to have a discussion on the desire of the Trustees to continue with this structure for 2026, revert back to the prior structure of starting the meeting at 6pm with executive session and having the business portion start at 7pm, or to explore any other potential meeting start times/procedures. In addition, staff has analyzed the meetings over the past year and would recommend that the Trustees have a further conversation about the overall structure of the meetings. Staff would recommend that the Trustees consider changing the second working meeting of the month to a Town Hall style meeting. At this Town Hall style meeting, there would not be a set agenda of action items. There would also be minimal staff presence at the meeting. The purpose of the meeting would be to allow for direct dialog between the Trustees and the public on issues. Should a topic arise that requires further conversation or action, the Trustees could then indicate to staff that they would like a presentation or action item on the next working meeting's agenda. Finally, staff has researched best practices on holding public hearings and is recommending that the format of public hearings be changed in 2026 to follow the cadence listed below. The purpose of these changes is to receive immediate and consistent feedback on a case and to take action immediately at the conclusion of the public hearing, rather than making the applicant and public wait until a later point in the agenda.

1. Trustees open the public hearing;
2. Law Director swears in anyone wishing to speak at the public hearing;
3. Staff presents the case;
4. The applicant on the issue in question is provided an opportunity to give an overview of the project or request;
5. All in attendance wishing to speak are permitted to provide feedback, ask questions, or add testimony;
6. The applicant is then provided an opportunity to answer questions from the public and/or questions from the Trustees;
7. The Trustees close the public hearing;
8. The Trustees immediately deliberate on the case;
- 9 The Trustees take action on the case.

Ultimately, the feedback from the Trustees on these three question areas will be

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incorporated into an updated Trustee Rules of Procedure document that is renewed annually at the Organizational Meeting of the Board of Trustees.

Discussion:

Mr Weckbach -

Ms Ulrich - I like starting at 6:00pm

Mr Wahlert - I think it's brilliant to do it at 6:00pm. Executive sessions shouldn't be the norm.

Mr Unger - I'm fine and flexible with either start time.

Mr Weckbach - That gives me the perspective I need there. I wanted to see if there would be consideration of a town hall style meeting at some point.

Ms Ulrich - What do you think about doing it quarterly?

Mr Unger - I'm fine if you want to schedule it and see how it goes.

Mr Wahlert - I'm not against the idea. I have concerns to what it would look like. People can come before meetings and meet with staff.

Mr Weckbach - I've seen times when residents will tell, yes I know I can come to you, but I really just want to talk to my elected official.

Mr Wahlert - Let's massage it and see what it looks like.

Mr Unger - Is it legal to do public hearing's a different way?

Mr Conover - There are some cases where you have to wait 30 days, but this would apply to your run of the mill zoning cases.

- b. Motion to Appoint the Worker Member of the Colerain Township - City of Cheviot Joint Economic Development District Board

Mr McElravy recommended ADOPTION of the Motion.

Rationale: The current Worker Member of the JEDD Board, Carrie Steely, no longer works for Liberty Nursing. To fill her unexpired term, Liberty Nursing recommends the appointment of their new Administrator, Robert Burns.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

All voted Yes. Motion approved.

- c. Motion Authorizing the Adoption of Amended Appropriations - 2025

Mr McElravy recommended ADOPTION of Resolution #156-25.

Rationale: Adoption of the Resolution would authorize the following adjustments to the 2025 budget:

Increase Fund 2081 (Police) by \$4,000 for property insurance premiums.

Increase Fund 2111 (Fire) by \$50,000 for payroll and related expenses.

Increase Fund 2901 (TIF- Kroger) by \$1,997 to align appropriations with debt service obligations. Increase Fund 2911 (Parks) by \$24,000 for property insurance premiums.

Increase Fund 2911 (Parks) by \$60,471 for OPERS and payroll expenses.

Increase Fund 2281 (Ambulance and EMS Services) by \$99,067 for OP&F and full-

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time payroll expenses.

Increase Fund 6001 (Self-insurance ISF) by \$450,000 for December invoices.

Motion Mr Unger, Seconded Ms Ulrich

No discussion.

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

Resolution passed.

- d. Motion Authorizing Township Administrator to Enter into Agreement with Habitat for Humanity for Home Repair Program

Mr McElravy recommended ADOPTION of the Motion.

Rationale: The Township was awarded \$100,000 in Community Development Block Grant (CDBG) Funds to contract with a third-party home rehabilitation entity to fund major repairs that are beyond the means of the owners. The goal of the program is to rehabilitate 1-2 homes with this funding that are currently blighted or in need of major repairs. The Township issued an RFP for these services and received two responses that are attached. One from People Working Cooperatively and one from Habitat for Humanity. Based on the staff review of the proposals and the requirements of CDBG, staff is recommending awarding the program to Habitat for Humanity.

Motion Mr Unger, Seconded Mr Wahlert

No discussion.

All voted Yes. Motion approved.

- e. Motion Authorizing Township Administrator to Execute Collective Bargaining Agreement with IAFF in substantially the same form

Mr Weckbach recommended ADOPTION of the Motion.

Rationale: Colerain Township Administration has negotiated the attached Collective Bargaining Agreement with the IAFF Union which represents full time employees in our Fire Department.

Motion Mr Unger, Seconded Mr Wahlert

No discussion.

All voted Yes. Motion approved.

- f. Motion Authorizing Township Administrator to Execute Collective Bargaining Agreement with FOP - Clerks in substantially the same form

Mr Weckbach recommended ADOPTION of the Motion.

Rationale: Colerain Township Administration has negotiated the attached Collective Bargaining Agreement with the FOP Union which represents the clerks in our Police Department.

Motion Mr Unger, Seconded Mr Wahlert

No discussion.

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All voted Yes. Motion approved.

8. Motion Authorizing Township Administrator to Execute Collective Bargaining Agreement with AFSCME - Part Time Fire in substantially the same form

Mr Weckbach recommended ADOPTION of the Motion.

Rationale: Colerain Township Administration has negotiated the attached Collective Bargaining Agreement with the AFSCME Union which represents part time firefighters, EMTs, and paramedics in our Fire Department.

Motion Mr Unger, Seconded Mr Wahlert

No discussion

All voted Yes. Motion approved.

- h. Motion to Establish a Merit Pool of \$122,387.64 for Non-Represented Township Employees

Mr Weckbach recommended ADOPTION of the Motion.

Rationale: Historically, the Board of Trustees has adopted a merit pool to provide compensation increases for noncollective bargaining staff at year-end based on their overall performance. The merit pool has ranged in size over the past several years and was 2.75% last year. The 2026 budget includes a merit pool to be awarded to all non-contract employees, based on their performance over the past year. The merit pool will cost \$122,387.64 across all departments. This figure includes benefits such as retirement contributions, Medicare, and Worker's Compensation. These adjustments will not be effective for any employee that was hired, received a promotion, or received pay adjustment in 2025 until the one-year anniversary of their hire, pay adjustment, or promotion.

Motion Mr Unger, Seconded Mr Wahlert

No discussion

All voted Yes. Motion approved.

- i. Motion to Accept Ohio Plan's Proposal for Property and Casualty Insurance at a Rate of \$463,747

Mr Weckbach recommended ADOPTION of the Motion.

Rationale: This 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. As part of this renewal, Hylant shopped the Township's property and casualty insurance with several vendors including: Liberty, Travelers, Trident, Wright Speciality, and Gladfelter. These firms all declined to bid on the Township's book of business. Coverage on this plan would take effect on 12/15/2025 and would expire on 12/14/2026.

Motion Mr Unger, Seconded Mr Wahlert

No discussion

All voted Yes. Motion approved.



j. Motion to Adopt the 2026 Strategic Plan and Budget Book

Mr McElravy recommended ADOPTION of the Motion.

Rationale: Aligning our strategic priorities with the available resources is a critical component to moving Colerain Township forward. 2026 represents the third year of progress toward the goals established by the Board to govern the 2024-2026 Strategic Plan. This book, linked at the bottom of this narrative is the update to the Strategic Plan that contains critical budgetary information for Fiscal Year 2026. As a reminder, the theme for 2024-2026 is: 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. More information and the full Strategic Plan and Budget Book can be viewed at the link below:

<https://stories.opengov.com/coleraintownshiphamiltonoh/published/OnHbk4XyIa>

Motion Mr Unger, Seconded Mr Wahlert

No discussion

All voted Yes. Motion approved.

k. Resolution Adopting Temporary Appropriations for Fiscal Year 2026

Mr McElravy recommended ADOPTION of Resolution #157-25.

Rationale: This Resolution will establish temporary appropriations for 2026, consistent with the priorities and programs set forth in the Strategic Plan and Budget. The next step in the budget process will be to review the close out of the 2025 Fiscal Year, determine if there will be a supplemental capital appropriation, and then adopt permanent appropriations in March 2026.

Motion Mr Unger, Seconded Mr Wahlert

No discussion:

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

Resolution passed.

l. Resolution Adopting Organizational Chart, Roster, and Job Descriptions

Ms Mays recommended ADOPTION of Resolution #158-25.

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. This resolution will align the roster and organizational chart with the items found in the 2026 Strategic Plan and Budget.

Motion Mr Unger, Seconded Mr Wahlert

No discussion

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

Resolution passed.

m. Resolution to Adopt the Updated Township Policy Book

Ms Mays recommended ADOPTION of Resolution #159-25.

Rationale: The policy book for Colerain Township was recently adopted in September



of 2025. Since that date, the Auditor of State has published two bulletins that require policy updates in order to be compliant. These updates and other policies for potential inclusion include: - Policy 1.4 Employment Process Policy: Clarifies that, along with newly hired employees, any newly promoted employee or an employee who voluntarily transfers into a new position is also subject to a twelve (12) month probationary period. - Policy 1.16 Training and Travel Policy: Updates the Auditor of State language that permits employees to use travel rewards from official business travel within certain guidelines. - Policy 2.2 Purchasing Policy: Clarifies the Auditor of State's guidance to specify that employees cannot be reimbursed for sales tax paid out-of-pocket when making tax-exempt purchases with personal funds. - Policy 4.11 Abandoned Waste Receptacle Removal Policy: This is a new policy that grants a contractor authority to dispose of "Property of Colerain Township" receptacles that are damaged and can not be salvaged during property abatements.

Motion Mr Unger, Seconded Ms Ulrich

No discussion,

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

Resolution passed.

n. Resolution Providing for the Termination of the Staverman TIF

Mr McElravy recommended ADOPTION of Resolution #160-25.

Rationale: The Township previously approved a TIF District for the former Staverman Farm property. A portion of the property lies in the Northwest Local School District and a portion lies in the Mt. Healthy School District. When this TIF was originally created, the TIF did not contemplate agreements with both districts and must be recreated. A subsequent resolution will be on the agenda for December 23 to create the new district.

Motion Mr Unger, Seconded Ms Ulrich

No discussion

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

Resolution passed.

o. TIF- Staverman - School Compensation Agreement - NWLSD

Mr McElravy recommended ADOPTION of the motion.

Rationale: Adoption of this Resolution would establish the terms for compensation payments to the Northwest Local School District (NWLSD) as consideration for the creation of the TIF. NWLSD would be made "whole" under the terms of this Agreement.

Motion Mr Unger, Seconded Ms Ulrich

No discussion

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

Resolution passed

p. TIF- Staveman - School Compensation Agreement - Mt. Healthy School District

Mr McElravy recommended ADOPTION of Resolution #162-25.

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Rationale: Adoption of this Resolution would establish the terms for compensation payments to the Mount Healthy School District as consideration for the creation of the TIF. The Mount Healthy School District would be made "whole" under the terms of this Agreement.

Motion Mr Unger, Seconded Ms Ulrich

No discussion

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

Resolution passed

11. Old Business

12. Consent Items

a. Contract - Hamilton County - Facade Improvement Grant

The Township was awarded \$82,000 from Hamilton County for facade improvements to businesses along the Blue Rock/Cheviot Road corridor.

b. Grant Acceptance - Development - Duke Energy Foundation - \$5,000

The Township was awarded \$5,000 from Duke Energy Foundation for a Northgate Mall Utility & ALTA Survey.

c. Promotion - Human Resources Manager - Administration - Doug Rieman - \$33.66

This item is contingent on Board approval of the modification to the organizational chart. Should that occur, it is recommend that Doug Rieman be promoted into the role of Human Resources Manager at a rate of \$33.66 per hour, effective December 22, 2025.

d. New Hire — Fleet Mechanic 2 — Department of Fire and EMS — Michael Lamanna — \$29.00 per hour.

The position of Fleet Mechanic 2 was posted, applications were received, and interviews were conducted. A conditional offer of employment was extended to the following individual:

- Michael Lamanna

The wage for this job is \$29.00 per hour, and contingent upon Board approval, he would be eligible to begin work on January 5, 2026.

e. Donation Acceptance - Police Department - Moose Lodge No. 2 - \$2,055.65

Colerain Township Police Department is grateful for a \$2,055.65 donation from Cincinnati Moose Lodge No. 2

f. Donation Acceptance - Department of Fire and EMS - Cincinnati Moose Lodge #2 - \$2,055.65 (Checks)

Colerain Township Department of Fire and EMS is grateful for a \$2,055.65 donation from Cincinnati Moose Lodge #2.

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

13. **Fiscal Office Report**

October adjusted bank balance was \$39,884,655.95. November numbers will be completed very soon.

14. **Executive Session**

Mr Weckbach recommended the board of trustees convene into executive session in accordance with ORC section 121.22 (G)(1) to discuss compensation of public employees and also 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 9:11pm

Ms Ulrich called the meeting back to order at 10:01pm

All trustees and the fiscal officer were present

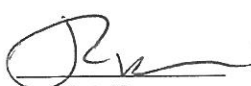
Mr Weckbach had nothing to report from executive session.

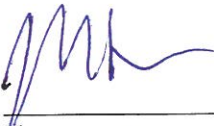
15. **Adjournment**

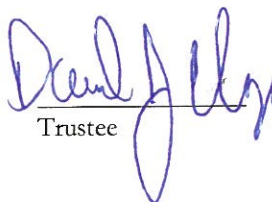
Motion to adjourn Mr Wahlert, Seconded Mr Unger

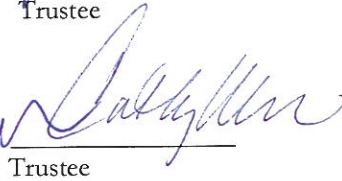
All voted Yes

Meeting adjourned at 10:02pm


Fiscal Officer


Trustee


Trustee


Trustee