

Minutes

April 28, 2026

1. **Opening of Meeting**

Mr Unger 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 minutes from the board of trustees meeting on 4-14-26.
Motion Mr Unger, Seconded Ms Ulrich
All voted Yes. Minutes approved.

5. **Public Hearings**

- Public Hearing for Zoning Commission Case CZC-25-18, Amendment to Colerain
- a. Township Zoning Resolution Sections 2.2.2(E) - Districts Established, and 6.4.3 - Planned District Review and Amendment

A public hearing is required before consideration of the text amendment by the Trustees.

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
All voted Yes. Public hearing closed.

- b. Resolution to Approve/Deny Case CZC-25-18, Amendment to Colerain Township Zoning Resolution Sections 2.2.2(E) - Districts Established, and 6.4.3 -





Planned District Review and Amendment

Mr Miller recommended ADOPTION of Resolution #49-26.

Rationale: The Zoning Commission unanimously recommends approval of CZC-25-18 to modernize the Planned District framework, clarify the purpose and authority of Planned District zoning, streamline application requirements, expand planning-based review criteria, and establish clearer procedures for modification and administrative review of approved Planned Districts.

Motion to approve Mr Unger, Seconded Ms Ulrich

No discussion.

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

Resolution passed.

- c. Public Hearing for Zoning Commission Case CZC-25-21, Zoning Resolution Text Amendment for Technical Corrections Q1 2026

A public hearing is required before consideration of the text amendment by the Trustees.

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.

- d. Resolution to Approve/Deny Case CZC-25-21, Zoning Resolution Text Amendment for Technical Corrections Q1 2026

Mr Miller recommended ADOPTION of Resolution #50-26.

Rationale: The Zoning Commission unanimously recommends approval of CZC-25-21 to provide for technical corrections text amendment to the Colerain Township Zoning Resolution to correct grammar, punctuation, formatting, cross-references, and other minor clerical inconsistencies to ensure that the published version of the Resolution accurately reflects the text and intent of previously adopted amendments. The amendment also incorporates nonsubstantive formatting improvements, including the addition of summary tables that compile permitted uses and dimensional standards already established elsewhere in the Resolution. In summary, Case CZC-25-21 addresses:

1. Code Accuracy and Maintenance Periodic technical corrections are necessary to ensure that the Zoning Resolution accurately reflects previously adopted legislative actions. Correcting grammatical issues, formatting inconsistencies, and cross-references helps maintain the integrity of the document and reduces confusion when the code is

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applied.

2. Improved Readability and Navigation The addition of summary tables for permitted uses and dimensional standards compiles existing regulatory information into a format that is easier for applicants and property owners to understand. These tables simply organize requirements that already exist elsewhere in the Resolution and do not modify any regulatory standards.

Motion to approve Mr Unger, Seconded Mr Wahlert

No discussion:

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

Resolution passed.

Public Hearing for Zoning Commission Case CZC-26-1 & 2, Zoning Map
e. Amendment to 10461 Pippin Rd, and its associated Preliminary Development Plan
for Redwood Living Phase 2

A public hearing is required before consideration of the map amendment by the Trustees.

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

All voted Yes. Public hearing opened.

Mr Conover swore in those who wished to speak

Greg Thurmond - He is representing Redwood Living. He's been building in Colerain for 30 years. Phase 1 of Redwood is working out well. The church parcel is ended for Phase 2 of 3-4 acres.

Mr Wahlert - What is the little rectangle on the plans.

Mr Thurmond - Is was a vacant home.

Ms Ulrich - Will those be \$2100?

Mr Thurmond - The 1 bedroom will be \$1600 and the 3 br will be \$3100.

Mr Unger - Was the church always a buffer?

Mr Miller - The lots are 1/2 acre.

Charles Beyersdorfer - He spoke against the development. He has 492 ft of frontage.

He's said the structure will be 30ft from his property. He has traffic concerns with phase 1 and this will make it tougher. Will the sidewalk go all the way to Struble Rd. Will there be section 8?

Mr Thurmond - We have never done a section 8 project.

Gerhardt Schmidt - He spoke in opposition of the development. The history on Phase 1 should be a caution of what is done on Phase 2.

Mr Miller - I'm not aware of anything that wasn't complete from phase 1.

Mr Thurmond - There was a clubhouse that was going to be rehabbed, but it was in too bad of shape so it was torn down.

Mr Schmidt - There was supposed to be a gazebo.

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Mr Thurmond - We made an agreement not to put up a free standing structure and decided to put in a safer patio and seats that overlook the lake.

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

Resolution to Approve/Deny Case CZC-26-1 & 2, Zoning Map Amendment to
f. 10461 Pippin Rd, and its associated Preliminary Development Plan for Redwood
Living Phase 2

Mr Miller recommended ADOPTION of Resolution #51-26.

Rationale: The Zoning Commission unanimously recommends approval of CZC-25-21 to amend the zoning map and its associated Preliminary Development Plan for Redwood Living Phase 2. This will result in the creation of 47 new units to complement the previously constructed 130 units in Phase 1.

Although this application is presented as a Zoning Map Amendment with associated Preliminary and Final Development Plan materials, the submitted Final Development Plan should be understood as conceptual and transitional in nature, as a future major modification to CZC-20-7 Lake Gloria will be required to incorporate this area into a single unified Planned District approval with Phase 1. The applicant intends to later combine both phases through a major modification to the previously approved Lake Gloria case and the Final Development Plan associated with this request should be treated as conceptual and interim, serving primarily to establish the framework for the Phase 2 expansion until a consolidated development plan is submitted for unified review.

Motion to approve Ms Ulrich, Seconded Mr Wahlert

No discussion:

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

Resolution passed.

6. Citizens Address

Chris Henson - She spoke on behalf of the Historical Society. She thanked the board for allowing them to present earlier. She also spoke regarding numerous problems on Lick Rd. Numerous cars drive slowly looking for the secret park. She said the park address is incorrect. She emailed Great Parks regarding the issue.

7. Administrative Reports

Ms Mays - Sunflower seeds have been planted, so be looking for them soon.

8. Trustees' Report

Mr Wahlert - The Solid Waste Board is voting on a new member. A reminder that school is ending soon so watch your speed. We see the continuation of issues with trash.



Ms Ulrich - She received an email about yard signs. The ORC says signs can't be in right of ways. We have a sign ordinance and they will go in the trash.

Mr Unger - A reminder for the election next week. He spoke about the new park signs in Colerain.

9. New Business

Public Safety

- a. Resolution Declaring a Junk Motor Vehicle - 3095 Lapland Dr. - 1 of 2

Chief Cordie recommended ADOPTION of Resolution #52-26.

Rationale: The following vehicle at 3095 Lapland Dr. Cincinnati, OH 45239 is determined by staff to be a junk motor vehicle: 1. (OHIO) JVS9391, 2016, White, Dodge, Ram.

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 Vehicles - 3652 Riehle Rd. - 2 of 2

Chief Cordie recommended ADOPTION of Resolution #53-26.

Rationale: The following vehicles at 3652 Riehle Rd. Cincinnati, OH 45239— Parcel ID 510-0080-0059-00 have been determined to be inoperable, extensively damaged, and at least three model years old: 1. (NO TAG) 2002, Yellow, Ford, Focus 2. (OHIO) HEA7774, 2000, Black, Volvo, V70 3. (OHIO) JGV7959, 1998, Black, Lincoln, Navigator.

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 May 12, 2026 at 6:00 PM for Zoning Commission Case CZC-26-6, Map Amendment to rezone 10299 Colerain Avenue, parcel 510-0182-0014-00, from PD (Planned District) to AMN (Avenue Mixed North).
- a.

Mr Miller recommended ADOPTION of the Motion.



Rationale: On April 21, 2026 the Zoning Commission held a public hearing for Case CZC-26-6, Map Amendment to rezone 10299 Colerain Avenue, parcel 510-0182-0014-00, from PD (Planned District) to AMN (Avenue Mixed North). The Commission voted 5-0 to recommend approval and is sending the case to the Board of Trustees for a public hearing and final consideration.

Motion Mr Wahlert, Seconded Ms Ulrich
No discussion.
All voted Yes. Motion approved.

Administration

a. Request for Donation - Fallen Bikers and Riders Foundation

Rationale: Township policy 3.2 (page 185;
<https://www.colerain.org/DocumentCenter/View/5415/2025-Merged-PolicyBook---Updated-12-09-2025>) states the below: "Organizations seeking donations from Colerain Township must submit their request in writing to the Township Administrator. At a minimum, the request shall include a description of the event or cause supported, a description of how the cause or event will support residents of Colerain Township, an explanation of the financial impact, and a summary of the organization's budget and major sources of funding.

The Township Administrator, or designee, may request additional documentation to validate the nonprofit status of the organization and to determine if any conflicts of interest exist. In general, the Township will not make donations to political organizations. All donation requests will be evaluated by the Board of Trustees for final approval." Historically, the Township has limited its participation to events hosted as Partnered Events per policy 4.1. This event is not one of those. Also, this request was not included in the budget and is therefore not recommended for funding.

Motion to deny Ms Ulrich, Seconded Mr Unger
All voted Yes. Motion denied.

10. Old Business

a. Resolution Adopting Minor Updates to the Generative Artificial Intelligence
Software Policy and Employment Process Policy

Ms Mays recommended ADOPTION of Resolution #54-26.

Rationale: The minimal updates to these two policies include the following: - Policy 1.4 - Employment Process Policy: Adding a requirement for current employees who are internal candidates for another position within the organization to utilize a portion of time-off for an internal interview. This allows for the differentiation between when the



employee is conducting work vs. an interview which is not part of the employee's essential job duties. - Policy 3.12 - Generative Artificial Intelligence Software Policy: Adding language about prohibiting the link between Microsoft office applications to any AI platform in order to maintain the security of our systems. This item was first introduced at the April 14, 2026 Board of Trustees meeting.

Motion Mr Unger, Seconded Mr Wahlert

No discussion

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

Resolution passed.

11. Consent Items

- a. Contract - Employee Navigator - Human Resources Software - \$3/employee per Month - No Exp

The current contract with Arcoro for HR software expires on May 31st. Employee navigator will be the replacement for a fraction of the cost of Arcoro and better functionality.

- b. Contract - Choice One Engineering - MTIF Grant Application Assistance - \$1,400 - No Exp

The MTIF Grant application process relies heavily on engineering data including cost estimates and design information. This contract will assist the Township with submitting the most accurate and complete application for consideration.

- c. New Hire - Police Cadet - Police Department - Matthew T. Rutz - \$27.50

The position of Police Officer was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individual: Matthew T. Rutz.

Matt comes to the Police Department as a new hire who is currently expected to attend Butler Tech Police Academy in May 2026. Matt will start with the Police Department as a Police Recruit. He will hold this role of Police Recruit until completion of the required OPOTA courses and the final state test.

The wage for this job is \$27.50 per hour for 40 hours per week. Contingent upon Board approval, he would be eligible to begin work after April 14, 2026.

Upon passing the state of Ohio OPOTA test, Matt will assume the role of a Police Officer. The 2026 wage for this job is \$38.10 per hour for 40 hours per week.

- d. New Hire - Seasonal Fire Hydrant Maintenance Worker I - Department of Fire and EMS - \$17.37 - Brian Schneider

The position of Seasonal Fire Hydrant Maintenance Worker was posted, applications were received, and interviews were conducted. A conditional offer of employment was extended to the following individual:

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- Brian Schneider

The wage for this job is \$17.37 per hour, and the applicant will work less than 30 hours per week. Contingent upon Board approval, they would be eligible to begin work on April 20, 2026.

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

12. **Fiscal Office Report**

No report

13. **Executive Session**

Ms Mays recommended the board of trustees convene into executive session in accordance with ORC section 121.22 (G)(2) to consider the disposition of township property.

Motion Mr Unger, Seconded Ms Ulrich

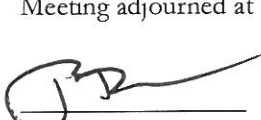
Vote - Ms Ulrich - Yes, Mr Unger - Yes, Mr Wahlert - Yes
Executive session convened at 7:15pm

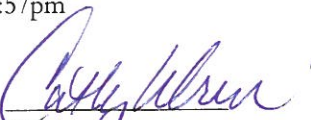
Mr Unger called the meeting back to order at 7:57pm
All trustees and the fiscal officer were present.

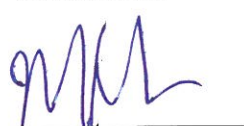
Ms Mays had nothing to report from executive session.

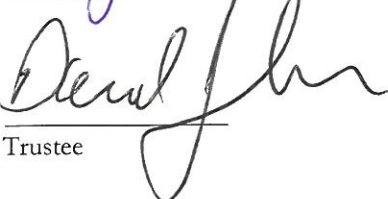
14. **Adjournment**

Motion to adjourn Mr Wahlert, Seconded Ms Ulrich
All voted Yes.
Meeting adjourned at 7:57pm


Fiscal Officer


Trustee


Trustee


Trustee