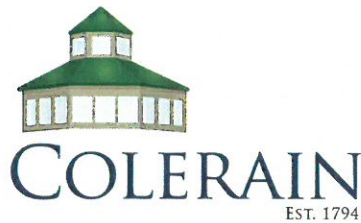


**Minutes
Regular Meeting
September 8, 2020**

1. **Opening of Meeting**
Mr Unger called the meeting to order at 7:00 PM. All Trustees and Fiscal Officer were present.
2. **Pledge of Allegiance**
All recited the Pledge of Allegiance
3. **Meditation (Moment of Silence)**
4. **Fiscal Office – Approval of Minutes**
Approval of the minutes of the special meeting on August 25, 2020
Motion Mr Wahlert, Seconded Mr Rajagopal All voted Yes

Approval of the minutes of the regular meeting on August 25, 2020
Motion Mr Wahlert, Seconded Mr Rajagopal, All voted Yes
5. **Presentations**



a. Presentation by Hamilton County Sheriff Bryan Peak on Environmental Crimes Task Force

Brian Peak of the Hamilton County Environmental Crimes Task Force provided a presentation on the role of the Task Force, the criminal court process used by the Task Force, and the partnership/past successes between the Task Force and Colerain Township. Forms are available at Reportdumping.org

Discussion -Mr Unger - Can you provide cameras at businesses to help?

DeputyPeak - Yes with their consent they will monitor businesses.

Mr Rajagopal - Can you help in providing cameras? Deputy Peak - as long as the cameras are available, yes they will do that.

Mr Wahlert - What other methods of deterrents do you have? Deputy Peak - just having eyes on the situation helps and being vigilant.

b. Presentation by City of Springdale Police Chief Thomas Wells

Presentation postponed

c. Swearing-In of Fire Chief Allen Walls

Mr Unger swore in Fire Chief Allen Walls. Chief Walls comments - Thanked his family for their sacrifice as well as he and his wife's children. Thanked Chief Cook and retired Chief Smith for being great mentors during his career. In addition he thanked the men and women of the fire department for the job that they do.

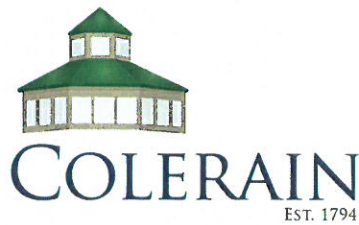
d. Swearing-In of Sergeant Dean Doerflein

Promotion of Police Office Dean Doerflein to Support Services Sergeant.

Rationale:

The position, promotion and job description were approved by the Board at the 8/11/2020 Regular Board of Trustees meeting.

Chief Denney swore in Sergeant Dean Doerflein



- e. Presentation of Retirement Proclamation to Firefighter Paramedic Jerome W. Robinson

Recognize retired Firefighter Paramedic Jerome W. Robinson for his over 38¼ years of service to the community.

Retired Chief Cook made comments regarding the 38 year career of Firefighter Paramedic Jerome W. Robinson

Mr Unger read the proclamation into record.

Motion Mr Wahlert, Seconded Mr Rajagopal

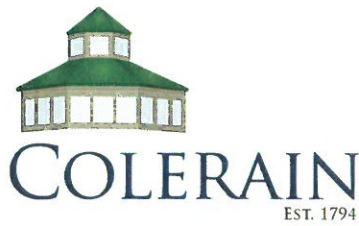
All voted Yes.

- f. Presentation of Colerain Township/Colerain Community Association Yard Award to Rose Speicher

Colerain Township and the Colerain Community Association revived the beautiful yard award program last year as part of the Township's 225th Anniversary. This award program allowed residents and property owners to be recognized for their hard work and the efforts taken to beautify the Township. Residents were allowed to nominate properties, with the Colerain Community Association picking winner!

Presentation read into record by Mike Ionna.

Presentation available in agenda packet on line



6. Citizens Address

Keith Miller - Wanted to wish Chief Cook well in his retirement. Why are we still having special meetings? The Duke property is not fenced off like I thought it was. Who watches Colerain Ave? The state or the township?

Kathy Mohr - 1. Questions regarding the opening for a fulltime fleet mechanic, which is now removed from the job postings. Who left this position? Has an employee been hired for the position?

2. Requests that the board approve the resignation of departing employees.

3. What expenses are the township being reimbursed for under the CARES Act?

4. Regarding the contract with SMBP. This is ridiculous to award this contract this early. Why doesn't the township advertise and take quotes from different firms, as was done prior.

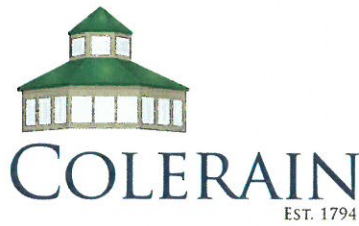
5. When is the township going to take action on commercial vacant property, introduced by Mr Milz in 2013?

6. Comments regarding the July 28, 2020 meeting minutes about a comment from Bruce Periano.

7. Regarding the promotion of an officer to Support Services Sergeant approved Aug 11, the agenda packet, states that the employee will be paid by the NWLSD. What is the salary for the position?

8. Applying for ODOT permit for I-275 improvements. What exact improvements?

9. Regarding the Trans Union contract, what is the cost to the township?



7. Administrative Reports

Chief Walls - Month of August. Emergency calls - 767 EMS incidents. 159 Fire/Rescue incidents. Responded to Pleasant Run 26 times. 1 significant Fire incident on Snowflake Lane with \$45,000 in loss. Fire loss for the month was \$58,400. Response time for 1st unit was 5:11 on average and 69.6% arrived in less than 6 minutes.

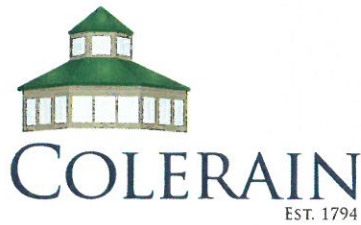
Chief Denney - For August. 3680 Calls, 118 per day. 261 traffic stops. 100 arrests with 7 DUI's. Average response time was 9.9 minutes. There were 4 shooting incidents with 1 homicide.

Jackie O'Connell - Expressed her appreciation for the support her department has received for the loss of Jason Haines. Park visitors are way up. Calls for service were a little lower last month.

50 submissions for Veterans Banners. Not all submission applications were complete. Discussed update on the Clippard Park gate.

Mike Ionna - Permits are still up this year. BZA and zoning cases are down. Code enforcement violations are way up. Mostly trash and junk vehicles. Grass abatements are down. Housing court referrals are a little down. They are working with property owners to avoid court referrals.

Geoff Milz - Shared good news that the CIC received an audit report of no findings and no recommendations for improvement. In addition, they received a 4 star rating on the audit which is the highest rating given. The audit is available on the auditors website. Mr Milz responded to some of the questions related to the citizens address.



8. Trustees' Report

Mr Unger - 2 weekends ago there was quite a traffic backup over 275. Regarding litter. He has recently been involved with volunteers in cleaning up trash at Colerain & Galbraith. Has sent emails to the county engineer for help in picking up trash. If your producing litter please be considerate.

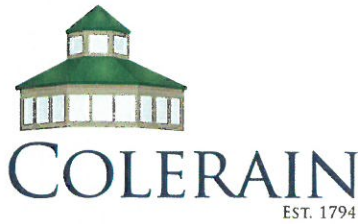
Mr Wahlert - The trash issue has become an important issue for me. He is grateful for all the grants the township is applying for and receiving. It's frustrating to see the trash issue out there. Thanked Mike Evangelou who picked up a truckload of snipe signs. All Colerain residents agree that the trash issue needs to be cleaned up. Mentioned September 18th events as well as a September 11 event at Mission BBQ traveling to Colerain.

Mr Rajagopal - He will be meeting with the ODOT along with Geoff Milz and with Steve Chabot regarding the transportation bill and using it for the Colerain Corridor. Excited about the new president of the Colerain Chamber of Commerce and how the chamber can partner with the township. Asks people that are blasting Colerain on social media to get involved and help their community instead of hurting it.

New Business

9.

Public Safety



a. Motion to Purchase Forensic Equipment from TriTech Forensics

Chief Denney recommends adoption of a motion permitting the purchase of forensic evidence processing equipment from TriTech Forensics in the amount of \$17,281.

Rationale:

The items requested are a blood drying cabinet for clothing and a cyanoacrylate fuming chamber with filters. These items allow for the processing of blood and fingerprint evidence while protecting the officers from exposure. Three quotes were obtained and the other two quotes both exceeded \$20,000.

Motion - Mr Unger, Seconded Mr Wahlert, All voted Yes

Public Services

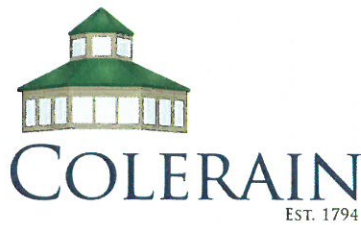
a. Motion to Authorize the Township Administrator to Sign an Agreement with Strawser Construction for Cape Sealing of Township Streets

Jackie O'Connell recommends adoption of a motion authorizing the Township Administrator to sign the attached agreement with Strawser Construction for cape sealing on Brockton, Cobblechase and Squirrelsnest.

Rationale:

Cape sealing costs are included as part of the ODOT Cooperative Purchasing Program (contract 101G-21), of which municipalities may participate. Strawser Construction is providing the state contract pricing for this service. This will help to extend the life of the pavement on these streets. The total cost of this project is \$191,972.05

Motion Mr Unger, Seconded Mr Wahlert, All voted Yes



- Motion to Authorize the Township Administrator to Execute Contract
- b. Addendum with Human Nature for Professional Services Related to the Colerain Park Playground Replacement Project

Jackie O'Connell recommends adoption of a motion authorizing the Township Administrator to sign the attached agreement addendum with Human Nature.

Rationale:

This contract addendum will accommodate the change in scope in the initial contract for the development of construction documents and bid specifications for Phase Two of the Colerain Playground Replacement Project. This addendum will also cover cost for evaluation of the bid specifications and oversight of the construction of the playground for phases one and two. The total cost of this addendum is \$17,300.

Motion Mr Unger, Seconded Mr Wahlert, All voted Yes

- Motion to Authorize the Township Administrator to Execute an
- c. Agreement with Municipal and Contract Sealing Products for the Common Circle Liner Repair

Jackie O'Connell recommends adoption of a motion authorizing the Township Administrator to execute the attached agreement with Municipal and Contract Sealing Products for the final element of the Common Circle drainage pipe repair.

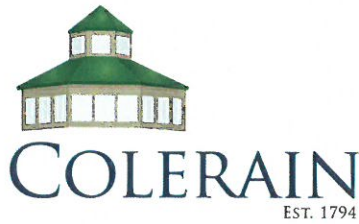
Rationale:

The headwall for the Common Circle drainage pipe was repaired earlier this spring and quotes were requested for lining the pipe to finish the project and slow the pipe deterioration. The \$20,000 bid from Municipal and Contractors Sealing Products was the only quote received. The company comes recommended, the work is budgeted, and the quote is acceptable to staff.

Motion Mr Wahlert, Seconded Mr Unger, All voted Yes

- d. Motion to Authorize the Township Administrator to Sign Agreement with Integrated Engineering for Completion of Two ODOT Safety Grants

Motion has been withdrawn from the agenda.



Planning & Zoning

a. Resolution Declaring Nuisance and Ordering Abatement

Mike Ionna recommends approval of resolution #49-20 declaring nuisance and ordering abatement.

Rationale:

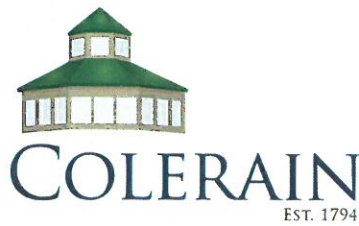
This resolution allows for the removal of uncontrolled vegetation and/or refuse at the following properties:

2966 Cranbrook
2575 Crest
2920 Crest
10320 Fay
11431 Gravenhurst
9710 Loralinda
3108 Niagara
3159 Niagara
3484 Niagara
9753 Stadia
2562 Springdale
9841 Crusader

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 Mr Wahlert, All voted Yes

Administration



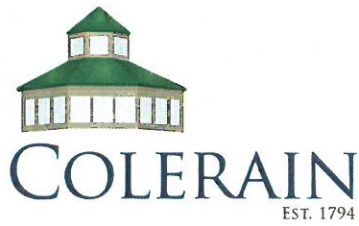
- a. Resolution Authorizing the Adoption of Appropriations- Coronavirus Aid, Relief, and Economic Security (CARES) Act

Mr Milz recommends approval of resolution #50-20 adopting appropriations for the Coronavirus Aid, Relief, and Economic Security (CARES) Act.

Rationale:

The Township has received two allocations of federal funding through the Coronavirus Aid, Relief, and Economic Security (CARES) Act: one from the State of Ohio and a second from Hamilton County. This resolution appropriates the funds received to date for eligible expenses related to the Township's response to the COVID-19 public health emergency. To be eligible, an expense must be incurred between March 1 and December 30, 2020. All funds must be encumbered by October 15, 2020. Any funds not encumbered by that date must be returned to the State. The Administration anticipates receiving a second round of funding from the State, also for \$301,656.45, later this year. Staff will bring an appropriations resolution for those funds to the Board of Trustees once those funds are distributed by the State.

Motion Mr Wahlert, Seconded Mr Unger All voted Yes



b. Motion to Send Letter to State Delegation Requesting Adoption of the State Capital Budget

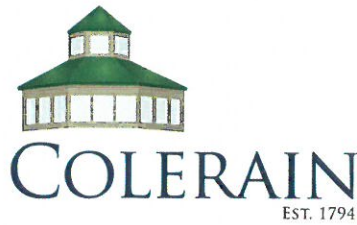
Staff recommends adoption of a motion to send a letter of support to the State Delegation requesting the adoption of a capital budget.

Rationale:

Colerain Township submitted a request for state capital grant funding in late 2019. The Township was informed that they would be recommended for an award of funding with the 2020 State Capital Budget. Due to COVID-19, the State of Ohio has delayed adoption of a full capital appropriations bill. This letter is intended to show the support of our local Board of Trustees for a capital appropriations bill and to request that the state move forward with their process.

Motion Mr Wahlert, Seconded Mr Rajagopal, All voted Yes

Letter is available in agenda packet on line.



- Motion to Authorize Township Administrator to Execute a Memorandum of
- c. Understanding with Hamilton County for the Establishment of a Temporary Backup 911 Facility in Colerain Township

Mr Milz recommends adoption of a motion to authorize the Township Administrator to execute a Memorandum of Understanding with Hamilton County for the establishment of a temporary backup 911 facility in Colerain Township.

Rationale:

The Hamilton County Communications Center is the backbone of the 911 call system and employs 911 call takers on behalf of residents of Colerain Township and Hamilton County. The 911 Communications Center is currently located in Colerain Township. As apart of emergency preparedness, the Board of County Commissioners has developed a Continuity of Operations Plan (“COOP”) to ensure that essential communication functions continue to be performed during a wide range of emergencies until normal operations can be resumed, including 911 call taking and dispatching operations. Understanding that 911 operations are critical to the life safety and well being of Colerain residents and other Hamilton County residents, the attached Memorandum of Understanding outlines the parameters for activation of a temporary 911 call taking site that utilizes Colerain Township office space.

Motion Mr Wahlert, Seconded Mr Unger, All voted Yes

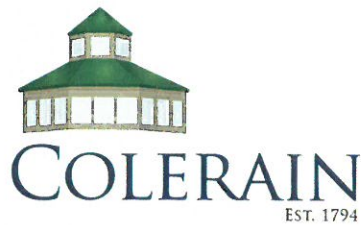
- d. Consideration of a Motion to Renew and Extend Law Director

Mr Milz recommends consideration of a motion to renew and extend Law Director, Lawrence Barbieri.

Rationale:

The Township's existing agreement with Lawrence Barbieri to serve as the Township Law Director is set to expire on December 31, 2020.

Motion Mr Wahlert, Seconded Mr Unger, All voted Yes



- e. Motion to Authorize the Township Administrator to Release a Request for Qualifications for Engineering Services

Mr Milz recommends adoption of a motion to release a Request for Qualifications for Engineering Services.

Rationale:

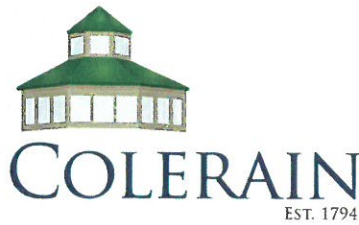
Increasingly, the Township has needed to rely on private engineering firms to execute projects like the Commons Circle Headwall project, the various sidewalk design and construction projects and transportation grant work. To date we have used an ad hoc selection process for engineers. Moving forward staff proposes the release of a Request for Qualifications (RFQ) for Engineering Services. Respondents to the RFQ will be evaluated and one or more engineering firms would be selected and deemed pre-qualified to do work for the township. The Township would then execute Master Services Agreements (MSA) with the selected firms. Subsequent to the execution of the MSAs, when the Township requires engineering services it would develop a scope of work for the project with one of the firms. The work would be completed pursuant to the MSA and the scope of work.

Motion Mr Unger, Seconded Mr Rajagopal All voted Yes

- f. Motion Authorizing Township Administrator to Apply for ODOT Permit for I-275 Improvements

Mr Milz recommends a Motion Authorizing Township Administrator to Apply for ODOT Permit for I-275 Improvements

Motion Mr Wahlert, Seconded Mr Rajagopal, All voted Yes



- g. Motion to Authorize Township Administrator to sign Letter of Intent for Electric Charging Stations

Mr Milz recommends adoption of a motion to authorize the Township Administrator to sign a Letter of Intent for Electric Charging Stations Grant Application at 4200 Springdale Road with Electrada.

Rationale:

In early July, Trustee Wahlert requested that staff investigate the opportunity for staff to submit a grant for level two electric charging stations within Colerain Township. The existing grant is funded through the state of Ohio and local communities are eligible for a 100% match on stations installed on government owned properties. As part of the grant process, the Township is required to identify and work with a vendor prior to submission of the grant. After reviewing the state contract, pricing models, and capacity to perform the work, the Township felt that Electrada would be the best fit for electric vehicle charging station installations.

Motion Mr Wahlert, Seconded Mr Rajagopal, All voted Yes

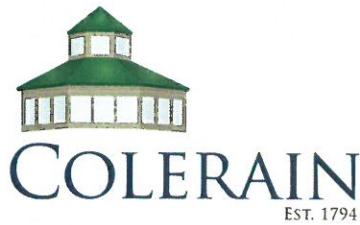
- h. Motion to Waive the Rental Fee for the Rental of the Colerain Park Amphitheater for Cub Scout Pack 710 to Use for their Pinewood Derby

Staff seeks direction from the board.

Rationale:

Cub Scout Pack 710 is chartered to Northwest Community Church in Colerain Township. Most of the scouts in the pack are students at Colerain Elementary. Originally, Pack 710 had planned to have our Pinewood Derby in March at White Oak Christian Church. After purchasing all needed supplies, they had to cancel the race due to COVID. They are looking for a venue where they can give the boys a chance to race this year. The amphitheater at Colerain Park seems ideal to them.

Motion Mr Wahlert, Seconded Mr Rajagopal, All voted Yes



10. Old Business

a. Discussion - Solid Waste and Recycling Contract

Mr Wahlert - We can put out 2 requests on this, correct? Mr Weckbach - yes you can do it that way.

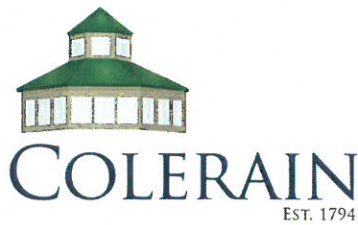
Mr Wahlert - Would it be cheaper to go together with the other municipalities or go alone? Mr Barbieri - Joining with others should be cheaper. Mr Unger - there is a tremendous amount of trash at bus stops. We should contact Metro regarding funding for trash cans at bus stops. Mr Rajagopal - are the residents of Colerain happy with the service? Mr Weckbach - most people are happy with the service. Mr Unger recommends working both a combination contract and a contract for just Colerain Township.

b. Discussion - 2021 Strategic Plan and Legislative Priorities

Mr Milz - we are in the middle of strategic planning projects. What are the legislative priorities for next year. Is it cleanliness and litter for example? Mr Wahlert - Image is a good word to use. The perception for Colerain has been a little static and part of that is the trash and building maintenance issues. Retail is struggling and I would like to find alternative businesses.

Mr Unger - Code Enforcement is critical. One of my priorities is to extend the contract with Waycross. Would like to see more landscaping as opposed to asphalt and concrete.

Mr Rajagopal - Would like to continue discussions on 2020 priorities into 2021. Development in Groesbeck and other communities.



c. Discussion - Trash and Debris Remediation Processes & Alternatives

Review of various policy options and alternatives to addressing trash and debris on Commercial Properties.

Rationale:

There are currently three processes by which a Township in Ohio may address trash or debris accumulation:

- Criminal – Violation of Colerain Township Property Maintenance Code
 - Abatement – Violation of Ohio Revised Code (ORC)
 - Civil – Violation of a Home Rule Resolution
- Staff will provide an overview of these processes and offer details on other potential alternatives and solutions that the Board may consider in order to best solve this issue

Presentation is available in agenda packet on line.

d. Resolution Amending Property Maintenance Resolution

Discussion of the attached resolution.

Rationale:

Trustee Wahlert introduced the attached resolution at the August 11, 2020 Board of Trustee meeting. The attached resolution was tabled to this work session for further discussion. Removed from agenda

Consent Items

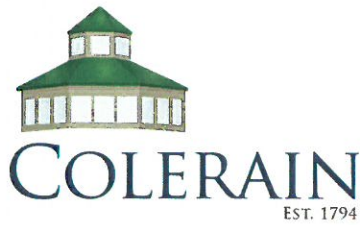
11.

a. Promotion - Assistant Chief - Department of Fire & EMS

Mr Milz recommends approval of all consent items.

Rationale:

The recommendation to promote Captain Burns to Assistant Fire Chief of the department's Operations Bureau is to fill the vacancy created by the promotion of Assistant Chief Allen Walls to Fire Chief. Contingent upon the adoption of the motion to promote Captain Burns, he would assume the role of assistant fire chief at an annual salary of \$96,869.81 effective September 20, 2020. He will be exempt from FLSA



b. Promotion - Lieutenant - Department of Fire & EMS

The recommendation to promote incumbent Firefighter Paramedic Scott Becker to lieutenant is to fill the vacancy created by the promotion of Captain Grant Burns to assistant fire chief effective September 20, 2020. The annual salary for Firefighter Paramedic Becker's promotion according to the Local 3915 Career Firefighter's CBA is \$83,067.00 effective Sunday, September 20, 2020 with a one-year probationary period. Firefighter Paramedic Becker was the third highest scoring candidate following a competitive promotional process conducted during July 2019.

Motion to approve consent items A and B

Motion Mr Unger, Seconded Mr Rajagopal. All voted Yes

c. Donation Acceptance - Police Department - \$300.00 from Trustee Wahlert.

d. Donation Acceptance - Fire Department - \$300.00 from Trustee Wahlert.

e. Donation Acceptance - Department of Fire & EMS -\$50.00

Colerain Township Department of Fire & EMS is grateful for a \$50.00 donation from the Tonnis Family at 10880 Kristi Ridge Drive, Cincinnati, OH 45252 in appreciation for the department's assistance in celebrating a birthday (i.e., drive-by parade) during the COVID pandemic.

Motion to approve all consent items C, D and E

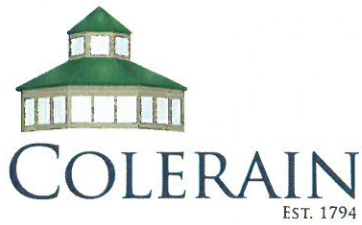
Motion Mr Unger, Seconded Mr Rajagopal.

Vote Mr Unger Yes. Mr Rajagopal Yes, Mr Wahlert Abstain

Fiscal Office Report

Update on Public Records Requests. Since April 1st we have fulfilled 154 records requests with 36 still active. Year to date we have reached 234 records requests fulfilled.

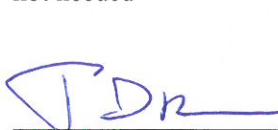
12.



13. Adjournment

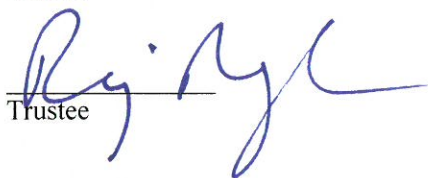
Motion Mr Unger, Seconded Mr Rajagopal, All voted Yes. meeting adjourned at 10:54PM

14. Executive Session – if needed
not needed


Fiscal Officer


Trustee


Trustee


Trustee