

Minutes

February 9, 2021

1. **Opening of Meeting**

Mr Rajagopal called the meeting to order 6:00pm
All Trustees and Fiscal Officer were present.

2. **Executive Session 6:00 PM**

Mr Milz recommended the board go into executive session in accordance with ORC section 121.22 (G)(1) to discuss employment and compensation of public employees and also in accordance with ORC section 121.22 (G)(2) to consider the purchase of property for public purposes and also in accordance with ORC section 121.22 (G)(3) to discuss pending and imminent litigation with the township attorney and also in accordance with ORC section 121.22 (G)(4) to discuss collective bargaining sessions with public employees concerning compensation and also in accordance with ORC section 121.22 (G)(8) to consider confidential information relating to specific business strategy and to discuss negotiations with other political subdivisions respecting requests for economic development assistance.

Motion - Mr Unger, Seconded Mr Rajagopal. No Discussion

Vote - Mr Unger - Yes, Mr Rajagopal - Yes, Mr Wahlert - Yes

Mr Rajagopal called the meeting back to order at 7:00pm. All Trustees and Fiscal Officer were present.

Mr Milz had nothing to report from executive session.

3. **Pledge of Allegiance 7:00 PM**

All recited the Pledge of Allegiance

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

5. **Fiscal Office – Approval of Minutes**

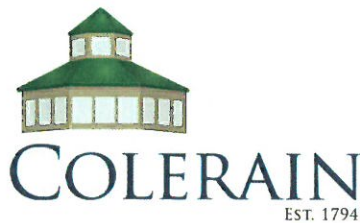
Fiscal Officer Baker requested approval of the minutes from the Board of Trustees Meeting on January 12, 2021

Motion - Mr Unger, Seconded Mr Rajagopal. All voted Yes.

6. **Presentations**

- a. Presentation by Muni-Reg about Vacant Building Maintenance License Program
Presentation given by Michael Halpern. Muni-Reg is a company that specializes in the administration of various vacant building licensing programs.

This presentation will provide an overview of their work and allow the Trustees to ask questions on the



service provided. Additional information can be found in the memorandums associated with this agenda item.

Discussion - Mr Unger - So when is a property vacant? There is a national food chain that had to close because of the Governors mandates. Is that considered vacant?

Mr Halpern - yes, but that would qualify as an exemption so no registration fee would be required.

Mr Unger - Does this include residential properties as well?

Mr Halpern - Yes absolutely.

Mr Wahlert - Is the registry something we have to have already?

Mr Halpern - yes

Mr Wahlert - What would your service look like in Colerain?

Mr Halpern - We would have representation here with an administrator.

Complete presentation available in agenda packet on line

b. Proclamation for Blades Hair Design

Proclamation available in agenda packet on line.

Motion to approve Proclamation - Mr Wahlert, Seconded Mr Rajagopal. All voted Yes.

c. Proclamation for Debbie Hoerst

Proclamation available in agenda packet on line.

Motion to approve Proclamation - Mr Wahlert, Seconded Mr Unger. All voted Yes.

d. Proclamation Declaring The Week Of February 7th Through February 14th To Be Congenital Heart Defect Awareness Week.

Brief presentation given by Will Mueller.

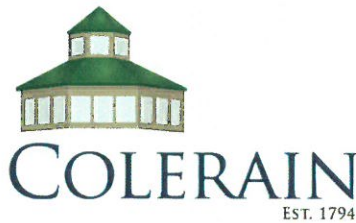
Proclamation available in agenda packet on line.

Motion to approve Proclamation - Mr Wahlert, Seconded Mr Rajagopal. All voted Yes.

e. Letter to Sen. Blessing & Rep. Abrams In Appreciation of Their Efforts to Secure Funding for Megaland

Each letter available in agenda packet on line.

Motion to Approve letters - Mr Rajagopal, Seconded Mr Wahlert, All voted Yes.



- f. Letter to Moose Lodge In Appreciation of Community Service Provided by Its Members

Letter available in agenda packet on line.

Motion to approve letter - Mr Unger, Seconded Mr Rajagopal. All voted Yes.

7. **Citizens Address**

Linda Gauggel - I recently viewed a copy of the State Auditors findings for 2018-2019 financials of Colerain Township on Facebook. I am concerned with the number of findings that the audit noted. To many to list them all. I became more concerned after reading a comment from the post. I would like the board to be aware of the posted comment.

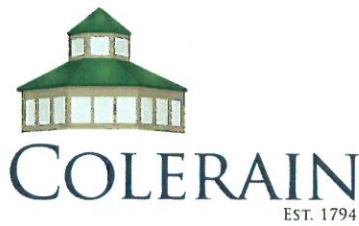
Lisa Carpenter Knapp - "As a person who has reviewed 100's of Township audits, that looks really shady. It's not just a few errors but a complete disaster". She goes on to mention that "Under Yost, the auditors office became practically useless and in my opinion, it's likely that many fiscal officers have figured out all the loopholes. Gone are the days of townships having a healthy fear of the auditors office: under Yost, to save money, the majority of audits are now done by independent third party accountants who are then reviewed on their performance by the fiscal officer".

So, as a concerned resident, I am asking, will the board be discussing the audit? What steps will the board do about the findings? Will it be investigated and researched? Will someone be held accountable? What can be done to keep from this happening again?

Kathy Mohr - Regarding the recent audit for 2018-2019, has the board read the audit? Read the management letter? Read the township's response? Many of the issues have been brought to your attention in the past. Will you admit you have no idea what is going on? Will you admit that each time you vote yes on something, it's not because you're informed about the subject, but because you agree with Mr Milz?

Something that bothers me very much, is when there have been change orders to a project, and the board was not asked to approve the additional amount. In three years I don't recall him ever bringing this to the board's attention. A lot of noncompliance financial transactions happened during this period. A lot (10+) of material weaknesses. There appears to be a lot of deficiencies in the township's internal controls. I hope the board is willing to discuss these issues in public, and tell residents what they are doing to improve these internal controls.

To affectively control the budgetary cycle and to maintain accountability over receipts, the township should post to the ledger, on a timely basis. It appears to me that the finance office is mainly working from their "Transparency budget book", and leaving the real accounting on the UAN system, to whenever they get around to it. A former administrator received a car allowance after his final day of working. This is something the board should be watching.



It's the board's responsibility to appoint committee members. Yet, the board was not given the applications for zoning boards the make a choice. Instead, Mr Milz takes it upon himself to appoint to the committees. The one person who applied and didn't get appointed to any position was Stephanie Wright. The same thing happened with the CIC members. That's your job. You are Mr Milz's boss.

I know the auditor grades communities on their handling of public records. No where could I find that grade. Can a board member tell me the grade the township received?

Response

Mr Milz - there aren't too many findings to report. In fact there are three.

1. Related to incorrect classification of revenues. We have been utilizing the same system for years, classifying receipts in a certain way. The Auditors office wants us to classify them differently going forward, and we will.

2. Related to the fact that we had MORE revenues in 2019 than we expected. A certificate of estimated resources each year. The revenue in the certificate was MORE than we estimated.

3. Related to the over payment of former Township Administrator Dan Meloy. He received a monthly car allowance of \$500. It was incorrectly set up as a bi-monthly payment. And due to the fact he was over paid \$750 over two years. After he was notified, he came to the township office and re-paid the money in full.

Mr Wahlert - we have addressed each one of the items? Mr Milz - Yes we have.

Mr Rajagopal - I just want to assure to the residents of Colerain Township that there is no fraudulent activity. These were procedural issues, not fraudulent. Our response is on the website. Colerain Twp staff and elected officials are dedicated to maintain the highest level of efficiency.

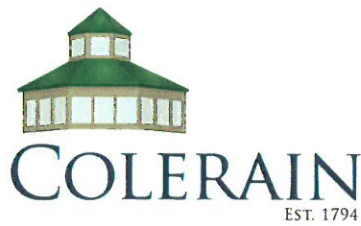
Mr Unger - We were operating under the guidelines of the ORC, but the Ohio Attorney General has an opinion that would require us to change some of the ways we classify revenues. Is that correct? Mr Milz - That is correct..

8. Administrative Reports

Chief Walls - For the month of January 739 EMS responses, 140 fire calls, 41 calls into Springfield Twp. \$3,000 fire loss for the month.

Chief Denney - For the month of January 3516 calls, 200 traffic stops, 10 OVI arrests, 3:51 average response time.

Jackie O'Connell - Request for service was down this past month. Park visits were much greater than a year ago. The third "Farmers to Families" was this past week. We thought it was a little slower due to the weather, but we gave out 1300 units which is a record.



Mike Ionna - This past month was a big month for permits. 3 zoning applications in January. Violations are up. Trash and debris are the main issues. no abatements in the works so far this year. Housing court cases are down.

Geoff Milz - Thanked public services for their effort this time of year. They take their job very seriously. We are very much in gear for executing the strategic initiatives for 2021. Clean, Green and Prosperous are the main goals.

9. Trustees' Report

Mr Wahlert - has had 20-30 calls regarding identity theft. Monday Northwest Schools had their vaccine day. Stay safe out there. Optimistic about how things are going.

Mr Unger - Says he's receiving calls on issues as well. Code Enforcement is being responsive and we're setting the tone that things are different these days and those things aren't being tolerated.

Mr Rajagopal - Happy we are following the 2021 Strategic Plan. Says he wants to connect together everyone that is helping with litter. He is working on Federal and State grants to help in the Colerain Corridor.

10. New Business

Public Safety

Public Services

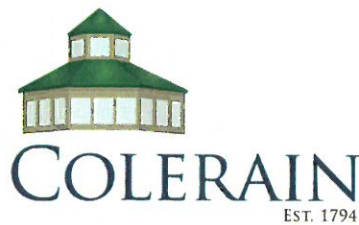
- a. Motion to Accept 2020 Township Mileage Certificate

Ms O'Connell recommends ADOPTION of the Motion.

Rationale:

The signed form is submitted to ODOT per Ohio Revised Code, Section 4501.04. The form is prepared by the County Engineer and reflects all changes to the total mileage for Colerain Township. At the end of 2020 the total miles certified for the Township is 115.067 miles

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



Planning & Zoning

- a. Motion to set Public Hearing on March 9, 2021 at 7PM - Zoning Map Amendment (ZC-2021-01) - Abbeytown Subdivision

Mr Ionna recommends ADOPTION of the Motion.

Rationale:

A public hearing is a required part of the map amendment process per the procedures and regulations set forth within the Colerain Township Zoning Resolution. A digital version of the application materials can be found on this page:

<https://www.colerain.org/454/3934/Now-Pending>

The recommendation is to set the public hearing for 7:00PM in the Colerain Township Trustee Chambers. The Zoning Commission Hearing is scheduled for February 16 at 6:00PM in the Trustee Chambers.

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

- b. Motion to set Public Hearing on March 9, 2021 at 7PM - (ZA2021-02) - Commercial Map Amendment

Mr Ionna recommends ADOPTION of the Motion.

Rationale:

A public hearing is a required part of the map amendment process per the procedures and regulations set forth within the Colerain Township Zoning Resolution. A digital version of the application materials is available at

<https://www.colerain.org/454/3934/Now-Pending>.

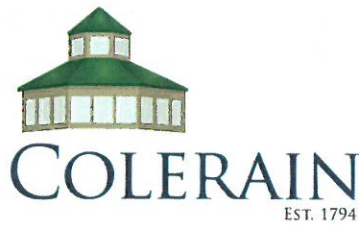
The recommendation is to set the public hearing for 7:00PM in the Colerain Township Trustee Chambers. The Zoning Commission Hearing is scheduled for February 16 at 6:00PM in the Trustee Chambers.

Motion Mr Rajagopal, Seconded Mr Wahlert. All voted Yes.

- c. Motion to set Public Hearing on March 9, 2021 at 7PM - Assessments for Sidewalk Maintenance Project Phase I

Mr Ionna recommends ADOPTION of the Motion.

Rationale:



A public hearing is a required part of the assessment process associated with the Sidewalk Maintenance Project Phase I
Motion Mr Wahlert, Seconded Mr Rajagopal. All voted Yes.

- d. Motion to set Public Hearing on March 9, 2021 at 7PM - Zoning Text Amendment (ZA2020-05) - Massage Parlors

Mr Ionna recommends ADOPTION of the Motion.

Rationale:

A public hearing is a required part of the text amendment process per the procedures and regulations set forth within the Colerain Township Zoning Resolution. A digital version of the application materials is available at <https://www.colerain.org/454/3934/Now-Pending>.

The recommendation is to set the public hearing for 7:00PM in the Colerain Township Trustee Chambers. The Zoning Commission Hearing is scheduled for February 16 at 6:00PM in the Trustee Chambers.

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

- e. Resolution Declaring Nuisance and Ordering Abatement At The Property Located At 9333 Brehm Road

Mr Ionna recommends approval of Resolution #4-21 declaring nuisance and ordering abatement.

Rationale:

This resolution allows for the removal of uncontrolled vegetation and/or refuse at the following properties: 9333 Brehm Road

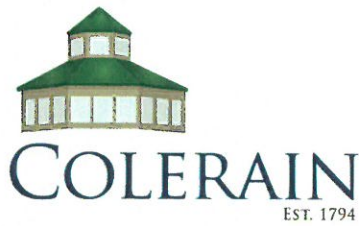
All properties that are abated by the Township will have their property taxes assessed in order to reimburse the Township for the abatement services. This resolution and the Township's abatement process comport with the Ohio Revised Code for nuisance violations.

Motion Mr Rajagopal, Seconded Mr Unger.

Vote Mr Unger - Yes, Mr Rajagopal -Yes, Mr Wahlert - Yes

- f. Resolution Declaring Nuisance and Ordering Abatement

Mr Ionna recommends ADOPTION of Resolution #5-21.



Rationale:

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

9871 Capstan

7778 Colerain

9986 Dunraven

2518 Grant

7523 Harrison

3082 Libra

10040 Menominee

4519 Poole

10039 Regency

2325 Washington

9661 Weik

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 Rajagopal.

Vote Mr Unger - Yes, Mr Rajagopal -Yes, Mr Wahlert

Administration

a. Resolution to Establish Trustees' and Fiscal Officer Compensation

Mr Milz recommends ADOPTION of Resolution #6-21.

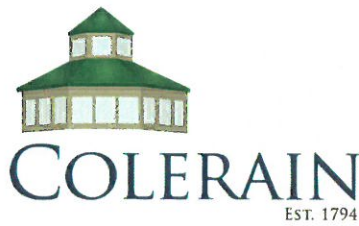
Rationale:

Ohio Revised Code Sections 505.24 and 507.09 detail that Ohio township trustee and fiscal officer salaries are set based on the annual budget of their respective township. Compensation adjustments for township officials were amended in the 132nd General Assembly's Senate Bill 296 which provides a 1.75 percent cost of living adjustment (COLA) that began in 2019 and extends through 2028, by which only those township officials elected or appointed on or after December 27, 2018 are eligible to receive.

This resolution aligns the Township Trustee's pay structure with Ohio Revised Code.

Motion Mr Unger, Seconded Mr Rajagopal.

Vote Mr Unger - Yes, Mr Rajagopal -Yes, Mr Wahlert - Yes



- b. Resolution to Authorize Public Land Auction of a Portion of Parcel 510-0060-0253

Mr Milz recommends ADOPTION of Resolution #7-21.

Rationale:

This portion of Groesbeck Park is underutilized, overgrown with brush, and a common location for dumping in the Township. In alignment with the Township's strategic plan, sale of this portion of the park would allow for development of the space that would enhance the overall aesthetics of the area.

Nearby property owners have expressed interest in this property and this resolution would initiate a public sale process, via competitive bid, for this portion of Township owned land. The Township is opting to utilizing the sealed bid portion of ORC 505.10. Bids are due to the Township by 3pm on March 3rd, 2021.

All bids should be sent to:

Attn: Geoff Milz

4200 Springdale Road

Cincinnati, OH 45251

Any bids received after the 3pm deadline will not be considered.

Motion Mr Rajagopal, Seconded Mr Wahlert.

No Discussion. Vote Mr Unger - Yes, Mr Rajagopal - Yes, Mr Wahlert - Yes

- c. Motion to Dissolve the Financial Advisory Committee

Mr Milz recommends ADOPTION of the Motion.

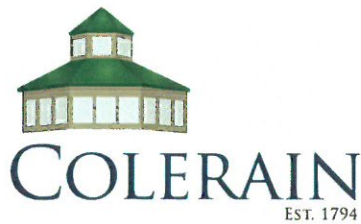
Rationale:

The purpose of the Financial Advisory Committee (FAC) is to advise the Administration regarding financial policies for Colerain Township. The FAC has not met in nearly two years and staff has led the drafting and modification of various financial policies over the past two years.

Motion Mr Wahlert, Seconded Mr Rajagoapl

Discussion - Mr Rajagoapl - He thinks this is sad and that any government should utilize the talents and opinions and input from it's residents. It is necessary at this time to dissolve this but hopefully in the future we can once again utilize the talents of Colerain residents.

All Voted Yes



- d. Resolution Authorizing the Adoption of Amended Appropriations for the Year 2020

Mr Milz recommends ADOPTION of Resolution #8-21.

Rationale:

At its December 8, 2020 meeting the Board adopted Resolution 70-20, amending appropriations for four Funds, including Fund 2901- TIF- Kroger, to \$179,378.47.

At its December 29, 2020 meeting it amended the appropriations again to \$177,422.34. The December 29, 2020 resolution was unnecessary. This Resolution clarifies that the appropriation should have been \$179,378.47.

No Discussion

Motion Mr Rajagopal, Seconded Mr Wahlert.

Vote Mr Unger - Yes, Mr Rajagopal -Yes, Mr Wahlert - Yes

- e. Resolution Authorizing The Adoption Of Amended Appropriations For The Year 2021

Mr Milz recommends ADOPTION of Resolution #9-21.

Rationale:

Amended appropriations are necessary in the CDBG account for 2021 to reflect the conclusion of sidewalk maintenance program. These dollars were budgeted in 2020, however payment was not ready until 2021.

No Discussion

Motion Mr Unger, Seconded Mr Rajagopal.

Vote Mr Unger - Yes, Mr Rajagopal -Yes, Mr Wahlert - Yes

Old Business

Consent Items

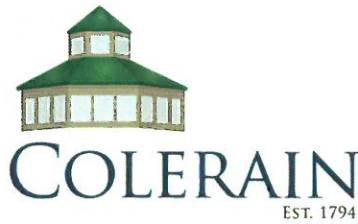
11.

- a. New Hire - Police Officer - Police Department

12.

Mr Milz recommends approval of all consent items.

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



The wage for this job is \$30.29 per hour for 40 hours per week . Contingent upon Board approval, he would be eligible to begin work on February 10, 2021.

b. New Hire - Fleet Mechanic I - Fire

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

The wage for this job is \$21.76 per hour for 40 hours per week through the season. Contingent upon Board approval, he would be eligible to begin work on Monday, February 22, 2020.

c. Contract - Buckeye Power - Generator Maintenance

This contract provides maintenance services for our generators.

d. Donation Acceptance - Colerain Fire and EMS - \$100.00

Request authorization to accept a monetary donation (check) from Mrs. Rose Scheidler, 809 Maryland Ave., Havre De Grace, MD 21078-2438 in memory of her father, Tony Dormann a Dunlap Volunteer Firefighter, and in appreciation for the department's emergency medical services care rendered to her mother, Dottie Dormann.

e. Donation Acceptance - Colerain Fire and EMS- \$830.04

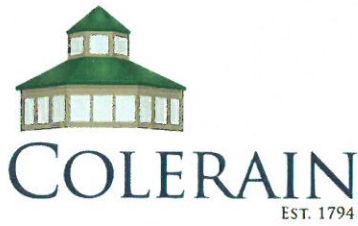
Request authorization to accept a monetary donation \$830.04 (70" television and mounting hardware) for the fire headquarters conference room from Meijer, 3711 Stonecreek Blvd., Cincinnati, OH 45251.

Motion to approve all consent items - Mr Unger, Seconded Mr Rajagopal.

Vote - Mr Unger - Yes, Mr Rajagopal - Yes, Mr Wahlert - Yes

All consent items approved

13. Fiscal Office Report



The Township received a request from the Ohio Division of Liquor control for Richway Holdings LLC/Struble Rd Sunoco with no objections.

An update on public records requests. 2021 we have received 27 requests with HR's totally 69 records. We have closed 281 HR's totaling 702 records since April 2020. In the same timeframe Green Twp has received 11. There are only 3 left from 2020. Mr Baker thanks Jeff Weckbach and Glenn Carter for their help with public records. Especially considering the amount of negativity they have to put up with from just a few township residents. Most residents of the township are very positive but there are a few very negative people.

Regarding one of the citizen addresses that mentions the auditors office changing under Yost. I would like to mention that Mr Yost is actually the Ohio Attorney General, not the Auditor. Keith Faber is the Ohio State Auditor.

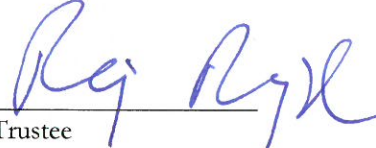
14. **Executive Session – if needed**

15. **Adjournment**

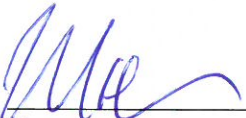
Motion to Adjourn Mr Unger, Seconded Mr Rajagopal. All voted Yes
Meeting adjourned at 9:30pm



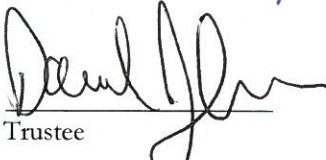
Fiscal Officer



Trustee



Trustee



Trustee