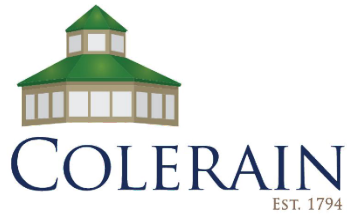


Regular Meeting of the Board of Trustees - July 13

July 13, 2021

- 1. Opening of Meeting**
- 2. Executive Session 6:00 PM**
- 3. Pledge of Allegiance 7:00 PM**
- 4. Meditation (Moment of Silence)**
- 5. Fiscal Office – Approval of Minutes**
- 6. Public Hearings**
 - a. Public Hearing - Sidewalk Maintenance Project - Portions of Arborwood, Grovewood, and Springdale
- 7. Presentations**
 - a. Swearing in of Police Officer
 - b. Presentation by Chief Walls Introducing and Swearing-In a Newly Promoted Employee
 - c. Traffic Calming Update
- 8. Citizens Address**
- 9. Administrative Reports**
- 10. Trustees' Report**
- 11. New Business**
 - Public Safety**
 - a. Motion to Issue Noise Permit
 - b. Resolution Declaring Nuisance and Ordering Abatement
 - Public Services**
 - Development**
 - a. Resolution Authorizing the Transfer of Real Property Located in Colerain Township and Owned By Colerain Township Identified as Parcel No.0510-0051-0220 and Parcel No. 0510-0062-0098 to the Colerain Township, Hamilton County CIC, Inc.
 - b. Motion Setting a Public Hearing for August 24, 2021 on the Creation of TIF Districts
 - Administration**
 - a. Resolution Establishing Sidewalk Construction, Repair, Replacement, and Maintenance for Certain Properties in Colerain Township
 - b. Motion to Authorize the Township Administrator to Execute a Contract with



Adleta for Sidewalk Maintenance Project

- c. Resolution Authorizing the Adoption of Amended Appropriations
- d. Resolution Adopting Self Insurance Fund Policy
- e. Resolution Adopting Organizational Chart Modification

12. Old Business

13. Consent Items

- a. New Hire - Full Time Maintenance Laborer - Public Services - Roads
- b. New Hire - School Safety Officer - Police Department
- c. New Hire - School Safety Officer - Police Department
- d. New Hire - Police Officer- Police Department
- e. New Hire - Police Officer - Police Department

14. Fiscal Office Report

15. Executive Session – if needed

16. Adjournment

PUBLIC HEARINGS

Department: Administration
Department Director: Geoff Milz, Administrator

Public Hearing - Sidewalk Maintenance Project - Portions of Arborwood, Grovewood, and Springdale
Recommend ADOPTION of the Motion to open the public hearing.

Rationale:

Historically, sidewalks along Colerain Township streets have been maintained by the adjacent property owner. Any defects or maintenance issues with the sidewalks (or driveway aprons) are considered property maintenance violations under the Township's Property Maintenance Code and are to be corrected by property owners.

In 2020, the Township conducted its first phase of the Sidewalk Maintenance Program, funded through CDBG dollars. In 2021, the Township was awarded grant money from CDBG for phase two of this program. After issuing a request for bids, the Township received two bids for the reconstruction of the sidewalks associated with this project. The contract with the successful bidder is contemplated later in this agenda item.

This public hearing provides residents with an opportunity to discuss this project and is required by state law prior to the commencement of construction. The affected residents were sent a letter with information about the program and were provided with the opportunity to complete the work themselves. If the resident desired to complete the work, they were required to have a right of way permit pulled and work started prior to July 13, 2021.

Attached is a list of addresses that are contemplated as part of this project.

Parcel Number	Address	Sq. Ft. of Sidewalk to	Sq. Ft. of Driveway to address	Total # of Sidewalk
510-0112-0094-00	3403 Springdale	40	-	2
510-0112-0095-00	9949 Arborwood	80	-	4
510-0112-0098-00	9925 Arborwood	40	60	5
510-0112-0099-00	9917 Arborwood	30	84	5
510-0112-0100-00	9909 Arborwood	20	20	2
510-0112-0101-00	9901 Arborwood	80	-	4
510-0112-0102-00	9895 Arborwood	80	-	2
510-0112-0103-00	9887 Arborwood	40	60	5
510-0112-0104-00	9881 Arborwood	60	40	5
510-0112-0105-00	9873 Arborwood	100	-	5
510-0112-0106-00	9867 Arborwood	60	-	3
510-0112-0107-00	9859 Arborwood	35	76	5
510-0112-0108-00	9852 Arborwood	-	20	1
510-0112-0109-00	9860 Arborwood	-	40	2
510-0112-0111-00	9874 Arborwood	40	40	4
510-0112-0112-00	9882 Arborwood	20	-	1
510-0112-0113-00	9892 Arborwood	195	30	10
510-0112-0114-00	3389 Grovewood	40	20	6
510-0112-0115-00	3373 Grovewood	20	-	1
510-0112-0116-00	3349 Grovewood	20	-	1
510-0112-0117-00	3341 Grovewood	60	-	3
510-0112-0118-00	3333 Grovewood	40	-	2
510-0112-0122-00	3314 Grovewood	20	-	1
510-0112-0123-00	3322 Grovewood	80	-	4
510-0112-0124-00	3330 Grovewood	95	72	8
510-0112-0126-00	3346 Grovewood	60	-	3
510-0112-0127-00	3354 Grovewood	40	-	2
510-0112-0128-00	3362 Grovewood	20	-	1
510-0112-0129-00	3370 Grovewood	-	64	3
510-0112-0131-00	3386 Grovewood	40	40	6
510-0112-0132-00	9902 Arborwood	140	-	8
510-0112-0133-00	9910 Arborwood	20	60	4
510-0112-0134-00	9918 Arborwood	40	20	4
510-0112-0135-00	9930 Arborwood	100	16	5

PRESENTATIONS

Department: Police

Department
Director: Mark Denney, Police Chief

Swearing in of Police Officer

Swearing in of Police Officer

Rationale:

Chief Denney will be swearing in PO Patrick Hoard.

PRESENTATIONS

Department: Fire

Department
Director: Allen Walls, Fire Chief

Presentation by Chief Walls Introducing and Swearing-In a Newly Promoted Employee

Rationale:

Introduce and administer the Oath-of-Office to the department's newest Assistant Fire Chief: Greg Brown. Assistant Chief Brown was approved for promotion during the June 22, 2021 Board Meeting.

PRESENTATIONS

Department: Administration
Department Director: Geoff Milz, Administrator

Traffic Calming Update

No Action is Needed

Rationale:

The attached map represents an illustrative example of the Township's strategy to monitor and test the impact of various traffic calming devices. Below is a high level overview of the justification for the locational decisions:

- Speed Sign #1: 3100 block of Niagara: Sign will not be public facing: The intent of this sign is to capture data related to the narrowness of the road in this location to see if road narrowing results in a statistically significant speed
- Speed Sign #2: 3200 block of Niagara: Sign will not be public facing: The intent of this sign is to capture data related to the effectiveness of the speed cushions
- Speed Sign #3: 3300 block of Niagara: Sign will not be public facing: The purpose of this sign is to monitor for retaliatory speeding
- Speed Sign #4: On Niagara between Gibraltar and Manhattan: This sign will be public facing during the speed cushion test: The purpose of this sign is to gauge the effectiveness of the speed sign at slowing traffic
- Speed Sign #5: On Loralinda between Deshler and Palmyra Dr: Sign will not be public facing: The intent of this sign is to capture changes in traffic volume and habits during the speed cushion test
- Speed Cushions 1-3: Near 3293, 3253, & 3207 Niagara: This location was selected as it will allow for these devices to be tested and to provide a minimal impact on public safety response times. These devices will be located between 300 and 500 feet apart, per best practices.

The Township has placed an order for the three removable speed cushions. The total cost of these devices is under \$20,000. These devices are expected to be delivered by August 6 and any delays in delivery will impact the roll out of the below plan. It is important to highlight that these speed cushions will eliminate several on street parking locations and impact the ability of home owners to exit and enter their driveway. Driveways in this part of the Township are offset which creates few opportunities for the installation of these devices. These devices will not block any driveway, but may, to some degree, impact the ability to back out in one direction. Below is a timeline of events that will occur to ensure that data can be properly obtained to test the effectiveness of the tables:

- July 28 - August 11: Installation of all speed signs and pre-intervention data collection
- August 12: Installation of speed cushions on Niagara and activation of the public facing speed sign #4
- August 13 - August 26: Data collection period
- August 27: Speed cushions are removed
- August 28 - September 10: Data collection period, impacts after traffic calming
- Week of September 6: The Police Department will canvass the neighborhood to obtain feedback from residents on the impact of the speed cushion and speed sign trials

In addition to the above, the Police Department will make contact with residents on Niagara in the area of the speed cushion installation to inform them of no parking dates. The above dates are also weather dependent.

Staff intends on reporting out with the results of the study at a later Trustee meeting or work session to discuss further action including the installation of permanent devices, policy changes, or other items.

Speed Cushions and Signs



Legend:

- Streets
- Speed Cushions
-  Speed Detection Signs

0 0.04 0.08 0.16 0.24 0.32 Miles

PUBLIC SAFETY

Department: Police

Department
Director: Mark Denney, Police Chief

Motion to Issue Noise Permit

Recommend ADOPTION of the Motion.

Rationale:

Quaker Steak and Lube blanket permit from July 15-October 1, 2021

PERMIT VALID DATE AND TIME (to and from):



Trustees: Matt Wahlert, Raj Rajagopal, Daniel Unger
Fiscal Officer: Jeff Baker
Administrator: Geoff Milz

Application for Noise Resolution Permit

**MUST BE RECEIVED NO LATER THAN (9) DAYS BEFORE THE NEXT
SCHEDULED BOARD MEETING**

Name of applicant: QUAKER STEAK AND LUBE

Address where event will be held: 3737 STONE CREEK, BWS.

Type of event: LIVE MUSIC

Date and Time of Event: MAY 15 - OCT. 15

Contact number for permit holder: 513.923-9464

GM: BJ CAMILL

Resolution allows
blanket - MAY 1 - OCT 1

MUST SUBMIT ADDITIONAL
REQ FOR ALL DATES
AFTER

Permit applicant must be at the event and in possession of this signed and approved permit. This permit is non-transferable and is only valid for the date and time listed on the approved permit. This permit is not an endorsement or approval by the Township of the type of event taking place.

For Office Use Only, Do not write below this line

Time and date received: 6/22/21

By: Denney

Number of issued permits in calendar year: Residential _____ Business 0

To be placed on Trustee agenda for meeting: 7/13/21 (date of meeting)

Permit approved by majority vote of Colerain Township Board of Trustees.

Trustee Raj Rajagopal

Trustee Dan Unger

Trustee Matt Wahlert

Attest: _____

Jeff Baker, Fiscal Officer

COLERAIN

PUBLIC SAFETY

Department: Police

Department
Director: Mark Denney, Police Chief

Resolution Declaring Nuisance and Ordering Abatement

Recommend ADOPTION of the Resolution.

Rationale:

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

- | | |
|--------------------|------------------|
| • 2706 Breezy Way | 510-0074-0102-00 |
| • 2459 Berthbrook | 510-0044-0082-00 |
| • 9705 Dunraven | 510-0041-0186-00 |
| • 9711 Dunraven | 510-0041-0187-00 |
| • 10320 Fay | 510-0113-0419-00 |
| • 6609 Flagstone | 510-0070-0083-00 |
| • 3261 Galbraith | 510-0083-0144-00 |
| • 2710 Haverknoll | 510-0011-0263-00 |
| • 2522 Impala | 510-0032-0177-00 |
| • 8371 Jackies | 510-0061-0024-00 |
| • 9620 Loralinda | 510-0052-0400-00 |
| • 10235 Menominee | 510-0042-0272-00 |
| • 3448 Merrifield | 510-0090-0189-00 |
| • 3683 Ripplegrove | 510-0101-0169-00 |
| • 9689 Sacramento | 510-0051-0131-00 |
| • 10201 September | 510-0113-0113-00 |
| • 6007 Sheits | 510-0241-0027-00 |
| • 10729 Shipley | 510-0032-0335-00 |
| • 2562 Springdale | 510-0043-0040-00 |
| • 9161 Trelawney | 510-0054-0414-00 |
| • 10720 Valiant | 510-0032-0321-00 |
| • 3060 Windsong | 510-0052-0622-00 |

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.

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at 7:00 p.m., on the 13 day of July, 2021, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Raj Rajagopal, Dan Unger, Matthew Wahlert

Mr. _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION DECLARING NUISANCE AND ORDERING ABATEMENT

WHEREAS Uncontrolled vegetation and/or refuse and debris were reported at the properties listed below:

<u>Address</u>	<u>Book-Page-Parcel No.</u>
2706 Breezy Way	510-0074-0102-00
2459 Berthbrook	510-0044-0082-00
9705 Dunraven	510-0041-0186-00
9711 Dunraven	510-0041-0187-00
10320 Fay	510-0113-0419-00
6609 Flagstone	510-0070-0083-00
3261 Galbraith	510-0083-0144-00
2710 Haverknoll	510-0011-0263-00
2522 Impala	510-0032-0177-00
8371 Jackies	510-0061-0024-00
9620 Loralinda	510-0052-0400-00
10235 Menominee	510-0042-0272-00
3448 Merrifield	510-0090-0189-00
3683 Ripplegrove	510-0101-0169-00
9689 Sacramento	510-0051-0131-00
10201 September	510-0113-0113-00
6007 Sheits	510-0241-0027-00
10729 Shipley	510-0032-0335-00
2562 Springdale	510-0043-0040-00
9161 Trelawney	510-0054-0414-00
10720 Valiant	510-0032-0321-00
3060 Windsong	510-0052-0622-00

WHEREAS Ohio Revised Code Section 505.87 provides that, at least seven days prior to providing for the abatement, control or removal of any vegetation, garbage, refuse or debris, the Board of Trustees shall notify the owner of the land and any holders of liens of record upon the land; and

WHEREAS Ohio Revised Code Section 505.87 provides that, if the Board of Trustees determines within twelve consecutive months after a prior nuisance determination that the same owner's maintenance of vegetation, garbage refuse, or other debris on the same land in the township constitutes a nuisance, at least four days prior to providing for the abatement, control or removal of the nuisance, the Board must send notice of the subsequent nuisance determination to the landowner and to any lienholders of record by first class mail; and

WHEREAS In accordance with Ohio Revised Code Section 505.87, the Township Trustees have the authority to contract to abate the nuisances and have the costs incurred assessed to the property tax bills; therefore

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, as follows:

1. That this Board specifically finds and hereby determines that the uncontrolled growth of vegetation and/or the refuse and debris on each of the said properties listed above constitute a nuisance within the meaning of Ohio Revised Code Section 505.87, and the Board directs that notice of this action be given to owners of the said property and lienholders in the manner required by Ohio Revised Code Section 505.87;
2. That this Board hereby orders the owners of said property to remove and abate the nuisances within seven days after notice of this order is given to the owners and lienholders of record, and within four days after notice of this order is given to the owners and lienholders of record for properties previously determined to be a nuisance. If said nuisances are not removed and abated by the said owners, or if no agreement for removal and abatement is reached between the Township and the owners and lienholders of record within four or seven days after notice is given, the Zoning Inspector shall cause the nuisances to be removed, and the Township shall notify the County Auditor to assess such cost plus administrative expense to the property tax bills for the said parcel, as provided in Ohio Revised Code Section 505.87;
3. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code; and
4. That the Board by a majority vote hereby dispenses with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of the Resolution upon its first reading.
5. That this Resolution shall be effective at the earliest date allowed by law.

Mr. _____ seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Mr. Wahlert _____, Mr. Rajagopal _____, Mr. Unger _____

ADOPTED this 13th day of July, 2021.

BOARD OF TRUSTEES:

Raj Rajagopal, Trustee

Dan Unger, Trustee

Matthew Wahlert, Trustee

ATTEST:

Jeff Baker,
Colerain Township Fiscal Officer

Resolution prepared by and approved as to form:

Lawrence E. Barbieri (0027106)
5300 Socialville Foster Rd., Suite 200
Mason, OH 45040 (513) 583-4200
Colerain Township Law Director

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer
this 13th day of July, 2021.

Jeff Baker
Colerain Township Fiscal Officer

DEVELOPMENT

Department: Administration
Department Director: Geoff Milz, Administrator

Resolution Authorizing the Transfer of Real Property Located in Colerain Township and Owned By Colerain Township Identified as Parcel No.0510-0051-0220 and Parcel No. 0510-0062-0098 to the Colerain Township, Hamilton County CIC, Inc.

Recommend ADOPTION of the Resolution.

Rationale:

At the June 22, 2021 meeting of the Board of Trustees, the Board asked the Administration to place an item for consideration on the July 13th agenda which would effectuate a transfer of two parcels from the Board of Trustees to the Colerain Township CIC.

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at 6:00 p.m., on the 13th day of July, 2021, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Mr. Raj Rajagopal, Mr. Dan Unger, and Mr. Matthew Wahlert

_____ introduced the following resolution and moved its adoption:

RESOLUTION NO. ____-21
RESOLUTION AUTHORIZING THE TRANSFER OF REAL PROPERTY LOCATED
IN COLERAIN TOWNSHIP AND OWNED BY COLERAIN TOWNSHIP
IDENTIFIED AS PARCEL NO. 0510-0051-0220 AND PARCEL NO. 0510-0062-0098
TO THE COLERAIN TOWNSHIP, HAMILTON COUNTY CIC, INC.

WHEREAS, the Colerain Township Board of Trustees has entered into a contractual agreement with the Colerain Township, Hamilton County CIC, Inc., a community improvement corporation incorporated under the laws of the State of Ohio in Chapter 1724 of the Ohio Revised Code, which contract designates Colerain Township, Hamilton County CIC, Inc. as the agent of Colerain Township for community improvement and economic development pursuant to Section 1724.10 of the Ohio Revised Code; and

WHEREAS, Colerain Township is a limited home rule township; and

WHEREAS, The Board of Trustees, pursuant to Sections 505.701, 503.01, 1724.10, and 5709.73, of the Ohio Revised Code is authorized to purchase real property, for the purpose of transferring that property to the Community Improvement Corporation; and

WHEREAS, the transfer of said property to the Colerain Township, Hamilton County CIC, Inc. will further economic development, employment and the general welfare of the citizens of Colerain Township, Hamilton County and the State of Ohio;

NOW, THEREFORE, BE IT RESOLVED BY THE COLERAIN TOWNSHIP BOARD OF TRUSTEES by unanimous vote as follows:

1. The Board hereby determines that the property it owns identified as Parcel No. 0510-0051-0220 and Parcel No. 0510-0062-0098 of the records of the Hamilton County Auditor, situated in Colerain Township, Hamilton County, Ohio, and titled in the name of the Colerain Township Board of Trustees is no longer required by Colerain Township for its purposes, and that the conveyance of such parcels to the Colerain Township, Hamilton County CIC, Inc. will promote the welfare of the people of Colerain Township, stabilize the economy, increase economic development, provide employment, and assist in the development of industrial, commercial, distribution and research activities or will promote the reclamation, rehabilitation, and reutilization of vacant, abandoned, tax-foreclosed, or other real property in the subdivision, to the benefit of the residents of Colerain Township, Hamilton County and the State of Ohio.

2. That the conveyance of the parcels to Colerain Township, Hamilton County CIC, Inc. shall be made for consideration of the above referenced benefits to the community and shall be made without advertising and receipt of bids

3. That the deeds prepared by the Colerain Township Law Director for transfer of said real estate be and the same are hereby authorized to be executed by the Administrator of Colerain Township and that the Township Administrator in consultation with the Law Director shall undertake execution of any other necessary documents to convey said parcels of property and complete recordings of the transactions as required.

4. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code; and

5. That the Board by a majority vote hereby dispenses with the requirement that this Resolution be read on two separate days, pursuant to Section 504.10 of the Ohio Revised Code, and hereby authorizes the adoption of the Resolution upon its first reading.

6. That this Resolution shall be effective at the earliest date allowed by law.

_____ seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Mr. Rajagopal _____, Mr. Unger _____ and Mr. Wahlert _____

ADOPTED this 13th day of July, 2021.

BOARD OF TRUSTEES:

Dan Unger, Trustee

Raj Rajagopal, Trustee

Matthew Wahlert, Trustee

ATTEST:

Jeff Baker
Colerain Township Fiscal Officer

Resolution prepared by and approved as to form:

Lawrence E. Barbieri (0027106)
Colerain Township Law Director
Scott A. Sollmann (0081467)
Asst. Colerain Township Law Director
5300 Socialville Foster Rd., Suite 200
Mason, OH 45040
(513) 583-4200

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer this 13th day of July, 2021.

Jeff Baker
Colerain Township Fiscal Officer

DEVELOPMENT

Department: Development
Department Director: Geoff Milz, Administrator

Motion Setting a Public Hearing for August 24, 2021 on the Creation of TIF Districts
Recommend ADOPTION of the Motion.

Rationale:

In order to consider the establishment of TIF Districts, the Board must first hold a public hearing. Materials related to the Districts will be included in the August 24th Trustee Agenda Packet.

ADMINISTRATION

Department: Administration
Department Director: Geoff Milz, Administrator

Resolution Establishing Sidewalk Construction, Repair, Replacement, and Maintenance for Certain Properties in Colerain Township

Recommend ADOPTION of the Resolution.

Rationale:

Per the public hearing, the Township is required to approve the attached resolution prior to the commencement of the sidewalk maintenance repair program. Property owners were notified, via mail, of the program and public hearing date. Subsequently, the Township has published this public hearing notice in the paper on 6/16/2021, 6/23/2021, and 6/30/2021.

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at 6:00 p.m., on the _____ day of July, 2021, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Mr. Raj Rajagopal, Mr. Dan Unger, and Matthew Wahlert

Mr. _____ introduced the following resolution and moved its adoption:

RESOLUTION NO.: _____-21

RESOLUTION ESTABLISHING SIDEWALK CONSTRUCTION, REPAIR, REPLACEMENT, AND MAINTENANCE FOR CERTAIN PROPERTIES IN COLERAIN TOWNSHIP

WHEREAS, the sidewalk infrastructure of Colerain Township is a significant asset that impacts the quality of life for those who live, work, and visit Colerain Township and the Colerain Township Board of Trustees has determined that the implementation of a sidewalk construction, repair, replacement, and maintenance program is in the best interest of the Township and will improve the health, safety, and general welfare of its residents and those who work and visit the Township; and

WHEREAS, the Colerain Township Board of Trustees has the authority to assess the expense of construction, repair, and maintenance of sidewalks to the property owner abutting the construction, repair, or maintenance pursuant to Ohio Revised Code Section 5543.10; and

WHEREAS, in compliance with Ohio Revised Code Section 5543.10, the Colerain Township Board of Trustees held a public hearing on July 13, 2021 after providing proper notice via publication for three successive weeks in the Northwest Community Press stating the intention of the Colerain Township Board of Trustees to construct, repair, or maintain such improvements; and

WHEREAS, the Colerain Township Board of Trustees will assess abutting property owners one hundred (100%) for construction, repair, and maintenance of sidewalks the Township performs pursuant to Ohio Revised Code Section 5543.10; and

WHEREAS, the Colerain Township Board of Trustees desires that if a resident decides to perform the construction, repair, and maintenance of sidewalks within Colerain Township, he or she will follow the standards set by the Hamilton County Engineer and must arrange an inspection with the Colerain Township Public Services Department.

NOW, THEREFORE, BE IT RESOLVED that the Board of Township Trustees of Colerain Township, Hamilton County, Ohio, as follows:

1. That the Board of Trustees hereby orders the Sidewalk Construction, Repair, and Replacement for the parcels identified in Exhibit "A" attached hereto.
2. That the Board of Trustees hereby resolves to assess abutting property owners one hundred (100%) for construction, repair, replacement, and maintenance work of sidewalks that the Township performs pursuant to Ohio Revised Code Section 5543.10.
3. That the Board by a majority vote hereby dispenses with the requirement that this Resolution be read on two separate days, pursuant to Section 504.10 of the Ohio Revised Code, and hereby authorizes the adoption of the Resolution upon its first reading.
4. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code.
5. This resolution shall take effect at the earliest period allowed by law.

Mr. _____ seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Mr. Rajagopal _____, Mr. Unger _____ and Mr. Wahlert _____

ADOPTED this _____ day of July, 2021.

BOARD OF TRUSTEES:

Dan Unger, Trustee

Raj Rajagopal, Trustee

Matthew Wahlert, Trustee

ATTEST:

Jeff Baker,
Fiscal Officer

Resolution prepared by and approved as to form:

Lawrence E. Barbieri (0027106)
Colerain Township Law Director
Scott A. Sollmann (0081467)
Asst. Colerain Township Law Director
5300 Socialville Foster Rd., Suite 200
Mason, OH 45040
(513) 583-4200

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township
Fiscal Officer this ____ day of July, 2021.

Jeff Baker
Colerain Township Fiscal Officer

Parcel Number	Address	Sq. Ft. of Sidewalk to	Sq. Ft. of Driveway to address	Total # of Sidewalk
510-0112-0094-00	3403 Springdale	40	-	2
510-0112-0095-00	9949 Arborwood	80	-	4
510-0112-0098-00	9925 Arborwood	40	60	5
510-0112-0099-00	9917 Arborwood	30	84	5
510-0112-0100-00	9909 Arborwood	20	20	2
510-0112-0101-00	9901 Arborwood	80	-	4
510-0112-0102-00	9895 Arborwood	80	-	2
510-0112-0103-00	9887 Arborwood	40	60	5
510-0112-0104-00	9881 Arborwood	60	40	5
510-0112-0105-00	9873 Arborwood	100	-	5
510-0112-0106-00	9867 Arborwood	60	-	3
510-0112-0107-00	9859 Arborwood	35	76	5
510-0112-0108-00	9852 Arborwood	-	20	1
510-0112-0109-00	9860 Arborwood	-	40	2
510-0112-0111-00	9874 Arborwood	40	40	4
510-0112-0112-00	9882 Arborwood	20	-	1
510-0112-0113-00	9892 Arborwood	195	30	10
510-0112-0114-00	3389 Grovewood	40	20	6
510-0112-0115-00	3373 Grovewood	20	-	1
510-0112-0116-00	3349 Grovewood	20	-	1
510-0112-0117-00	3341 Grovewood	60	-	3
510-0112-0118-00	3333 Grovewood	40	-	2
510-0112-0122-00	3314 Grovewood	20	-	1
510-0112-0123-00	3322 Grovewood	80	-	4
510-0112-0124-00	3330 Grovewood	95	72	8
510-0112-0126-00	3346 Grovewood	60	-	3
510-0112-0127-00	3354 Grovewood	40	-	2
510-0112-0128-00	3362 Grovewood	20	-	1
510-0112-0129-00	3370 Grovewood	-	64	3
510-0112-0131-00	3386 Grovewood	40	40	6
510-0112-0132-00	9902 Arborwood	140	-	8
510-0112-0133-00	9910 Arborwood	20	60	4
510-0112-0134-00	9918 Arborwood	40	20	4
510-0112-0135-00	9930 Arborwood	100	16	5



Parcel Number	Address	Sq. Ft. of Sidewalk to	Sq. Ft. of Driveway to address	Total # of Sidewalk
510-0112-0094-00	3403 Springdale	40	-	2
510-0112-0095-00	9949 Arborwood	80	-	4
510-0112-0098-00	9925 Arborwood	40	60	5
510-0112-0099-00	9917 Arborwood	30	84	5
510-0112-0100-00	9909 Arborwood	20	20	2
510-0112-0101-00	9901 Arborwood	80	-	4
510-0112-0102-00	9895 Arborwood	80	-	2
510-0112-0103-00	9887 Arborwood	40	60	5
510-0112-0104-00	9881 Arborwood	60	40	5
510-0112-0105-00	9873 Arborwood	100	-	5
510-0112-0106-00	9867 Arborwood	60	-	3
510-0112-0107-00	9859 Arborwood	35	76	5
510-0112-0108-00	9852 Arborwood	-	20	1
510-0112-0109-00	9860 Arborwood	-	40	2
510-0112-0111-00	9874 Arborwood	40	40	4
510-0112-0112-00	9882 Arborwood	20	-	1
510-0112-0113-00	9892 Arborwood	195	30	10
510-0112-0114-00	3389 Grovewood	40	20	6
510-0112-0115-00	3373 Grovewood	20	-	1
510-0112-0116-00	3349 Grovewood	20	-	1
510-0112-0117-00	3341 Grovewood	60	-	3
510-0112-0118-00	3333 Grovewood	40	-	2
510-0112-0122-00	3314 Grovewood	20	-	1
510-0112-0123-00	3322 Grovewood	80	-	4
510-0112-0124-00	3330 Grovewood	95	72	8
510-0112-0126-00	3346 Grovewood	60	-	3
510-0112-0127-00	3354 Grovewood	40	-	2
510-0112-0128-00	3362 Grovewood	20	-	1
510-0112-0129-00	3370 Grovewood	-	64	3
510-0112-0131-00	3386 Grovewood	40	40	6
510-0112-0132-00	9902 Arborwood	140	-	8
510-0112-0133-00	9910 Arborwood	20	60	4
510-0112-0134-00	9918 Arborwood	40	20	4
510-0112-0135-00	9930 Arborwood	100	16	5

ADMINISTRATION

Department: Administration

Department
Director: Geoff Milz, Administrator

Motion to Authorize the Township Administrator to Execute a Contract with Adleta for Sidewalk Maintenance Project

Recommend ADOPTION of the Motion.

Rationale:

The Township received two bid responses for this project:

- Adelta: \$35,204.25
- RA Miller: \$43,809.60

This project will result in the repair of over 2,500 sq. feet of sidewalk blocks and driveway aprons on Arborwood, Grovewood, and Springdale Road. The bid response from Adleta is the lowest and best bid that meets all requirements of the CDBG program.

CONTRACT 21-2 Sidewalk Maintenance Program

THIS AGREEMENT, made and entered into this ____ day of ____, in the year **Two Thousand Twenty-one** between the Colerain Township Board of Trustees, Hamilton County, Ohio, herein after designated as the Owner, and Adleta Construction__ herein after designated as the Contractor.

WITNESSETH: That the Contractor has agreed, and by these present does agree with the Owner for the consideration herein below mentioned, to furnish at the Contractor's own proper cost and expense all necessary materials and labor of every description, and to carry out complete, in full, firm and substantial manner the - Road Improvements which includes such work as full and partial depth repair, rotomilling, storm, sanitary sewer and water valve adjustments, storm sewer pipe replacement, curb repair, curb ramps, catch basin rebuild, grade adjustment and resurfacing. All of which shall be done and performed in accordance with the general conditions, drawings, surveys, plats, cross-sections, profiles, plans and specifications, including all modifications thereof, if any, incorporated in the documents before their execution and by reference hereby become part of this contract. Streets and limits are listed on attachment "A".

The provision contained in the "Legal Notice", in "Information for Bidders", in the "Engineer's Estimate", in the "Proposal", and in the "Specifications", as well as in the surveys, plats, cross-sections and profiles for this work on file in the office of the Colerain Township Board of Trustees, are hereby combined, and incorporated by reference thereto, as part of this agreement.

The Contractor shall pay into the State Insurance Fund the amount of premium determined and fixed by the Industrial Commission of Ohio, promptly when due, or elect to pay compensation direct and contribute to the surplus of the fund as provided by law. The Contractor and their Surety agree to indemnify the Township against liability and loss by reason of the breach of the obligation of this paragraph and agree that it shall run the benefit of the Industrial Commission of Ohio and the State Insurance Fund for the recovery of premiums that should have been paid. All of the foregoing provisions of this paragraph shall be equally binding upon each sub-contractor whose performance thereof is warranted by the Contractor as a condition of permitting the beginning or continuance of work a certificate of compliance with this paragraph issued by the Industrial Commission of Ohio.

In consideration whereof, the Owner hereby agrees and promises to pay to the Contractor, at the times, under the conditions and in the manner provided in the specifications, and in full of all compensation for material furnished or work done thereunder, at the unit prices, stated in the proposal, the sum of approximately \$ 35,204.25

IN WITNESS WHEREOF, the said Township of Hamilton County, Ohio, has caused its name to be signed and the corporate seal to be hereto affixed by the Colerain Township Board of Trustees and the Contractor, the day and year aforesaid.

COLERAIN TOWNSHIP BOARD OF
TRUSTEES HAMILTON COUNTY,
OHIO

Contractor _____

Administrator: Geoff Milz

Signature _____

Signature _____

ADMINISTRATION

Department: Administration

Department
Director: Jeff McElravy, Finance Director

Resolution Authorizing the Adoption of Amended Appropriations

Recommend ADOPTION of the Resolution.

Rationale:

At a prior Board meeting, the Trustees adopted a resolution establishing a Self Insurance Fund. Now that the Township has concluded open enrollment for 2021-2022, appropriations will need to be established in this fund. Based on anticipated employee and employer contributions, it is estimated that the Township will need appropriations in the amount of \$756,936.

In addition to the above, this resolution also reflects an increase in appropriations for the CDBG program and Fund. This increase in appropriations captures the roll over of the remaining balance from the 2018-2020 CDBG allocation that was previously approved for the 2020 sidewalk maintenance project and the park WIFI project.

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at _____ p.m., on the _____ day of July, 2021, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Raj Rajagopal, Dan Unger, Matthew Wahlert

Mr. _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____-21

**RESOLUTION AUTHORIZING THE ADOPTION OF AMENDED APPROPRIATIONS
FOR THE YEAR 2021**

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, hereby agree to:

1. Authorize the Fiscal Officer to prepare and submit a schedule of Permanent Appropriations for the year ending December 31, 2021 to the Hamilton County Budget Commission, as follows;

Fund	Description	Permanent Appropriations
1000	General	\$6,987,222
2011	Motor Vehicle License Tax	\$41,162
2021	Gasoline Tax	\$1,491,069
2031	Road & Bridge	\$1,094,649
2081	Police District	\$8,766,095
2111	Fire District	\$13,712,616
2181	Zoning	\$413,625
2231	Permissive Motor Vehicle License Tax	\$1,096,642
2261	Law Enforcement Trust	\$341,992
2271	Enforcement & Education	\$1,500
2272	Coronavirus Relief Fund - State	\$94,516.47
2281	Ambulance & Emergency Medical Services	\$1,960,025
2401	Special Assessment Lighting District	\$162,726
2901	TIF - Kroger	\$241,275
2902	Recycling Incentive	\$90,843
2903	TIF - Colerain Towne Center	\$280,427
2907	TIF - Stone Creek	\$0
2908	CDBG	\$283,774
2910	TIF - Best Buy	\$0
2911	Parks & Services	\$1,845,563
2912	Community Center	\$520,158
3102	Bond Retirement Parks	\$306,800

3103	Bond Retirement PW Bldg.	\$213,200
3105	Bond Retirement - Streetscape	\$176,800
3301	Bond Retirement - Special Fire Assessment	\$244,400
4401	NSP	\$0
4409	OPWC	\$58,466
	Self Insurance Fund	\$756,936

2. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code; and

3. That the Board by a majority vote hereby dispenses with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of the Resolution upon its first reading.

4. That this Resolution shall be effective at the earliest date allowed by law.

Mr. _____ seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Mr. Rajagopal _____, Mr. Unger _____, Mr. Wahlert _____

ADOPTED this _____ day of July, 2021.

BOARD OF TRUSTEES:

Raj Rajagopal, Trustee

Dan Unger, Trustee

Matthew Wahlert, Trustee

ATTEST:

Jeff Baker,
Colerain Township Fiscal Officer

Resolution prepared by and approved as to form:

Lawrence E. Barbieri (0027106)
Colerain Township Law Director
Scott A. Sollmann (0081467)
Colerain Township Asst. Law Director
5300 Socialville Foster Rd., Suite 200
Mason, OH 45040
(513) 583-4200

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer this ____ day of July, 2021.

Jeff Baker
Colerain Township Fiscal Officer

ADMINISTRATION

Department: Administration
Department Director: Geoff Milz, Administrator

Resolution Adopting Self Insurance Fund Policy

Recommend ADOPTION of the Resolution.

Rationale:

For the 2021-2022 Health Insurance Plan for Township employees, the Trustees adopted a motion to transition from a fully insured health insurance model to a self insured health insurance model. As part of the establishment of a self insurance fund, attached is a policy that will govern the use of the dollars in the fund, how to set premium rates for future plan years, fund balance goals, and parameters for the distribution of any excess fund balance if the Township were to transition back to a fully insured model.

2.5 COLERAIN TOWNSHIP SELF INSURANCE FUND POLICY

PURPOSE

This policy governs the use of the dollars in the Township's Self Insurance Fund. This policy will outline the methodology used to set premium rates for future plan years, establish a fund balance reserve minimum and maximum goal, and provide parameters for the distribution of any excess fund balance if the Township were to transition back to a fully insured model.

FUND PURPOSE

The Self Insurance Fund has been established by the Board of Trustees to make all medical payments for employee health care and to collect the employee and employer receipts for medical premiums. This fund will also be responsible for, but not limited to, the payment of related reinsurance, stop-loss coverage, wellness initiatives, employer HSA deposits, and administrative fees related to the execution of a self-funded health care plan. This fund will serve as both an operating and reserve fund for these expenses and revenues.

PREMIUM RATE ESTABLISHMENT

Annually, the Township will establish premium rates for the employer and Township employees. These rates will be developed using the actuarially determined expected claims as a baseline. Rates should initially be set to cover a full year of anticipated spend. After this initial look, the Township will then adjust the rates to ensure that the reserve levels of the fund meet our minimum or maximum reserve goal. If the Township's initial rates and reserve level do not meet the goals established by this policy, the Township will then adjust rates in a manner to cover the total aggregate stop loss level until a 100% reserve is funded. This rate establishment may be modified administratively to account for lasered employees.

FUND RESERVE GOALS

Overall, the Township approaches risk and spending from a conservative lens. Below are the goals for the self-insurance fund to ensure that rates are able to remain stable over a long-term time horizon. The above premium rate establishment guidance will allow this reserve to be built up over a period of six to seven years. In addition to the natural building of the reserve, the Township may elect to make additional payments to the fund to serve as reserve.

- Maximum reserve goal: 150% of actuarially determined expected claims for the health care year
- Minimum reserve goal: 100% of actuarially determined expected claims for the health care year

BUDGETARY SHORTFALLS

In the event that the cash available in the Self Insurance Fund is less than the total payment due from the fund, the Township will advance dollars from the General Fund to the Self Insurance Fund. Rates will

then be adjusted during open enrollment to ensure that all General Fund advances are able to be repaid by the Self Insurance Fund.

FUND DISSOLUTION

Should the Township decide that self-funding for medical insurance is no longer required or necessary, any remaining balance in the Self Insurance Fund shall be disbursed in the following order:

1. Payback of existing advances – any existing advances from the General Fund or other fund will be paid back to the greatest extent possible.
2. Payback of seed funding – after all advances have been repaid in full, any remaining dollars shall be paid back to the funds that helped to build the Self Insurance Fund reserve through a transfer payment. This reimbursement will be made in full. If the reimbursement is not able to be made in full, partial payments will be made to each fund on a percentage basis based on the proportions transferred into the Self Insurance Fund.
3. Offset of employee and employer premiums – Any remaining dollars after seed funding has been paid will be used to offset employee and employer premiums through a premium holiday until the remaining dollars in this fund are spent. The holidays will be distributed in an equal portion to the existing employee/employer deduction level. For example, if employees contribute 20% of the premiums and employer contributes 80%, then the excess dollars will be split with 20% dedicated to a holiday of employee premiums and 80% to an employer premium holiday.

ADMINISTRATION

Department: Administration
Department Director: Geoff Milz, Administrator

Resolution Adopting Organizational Chart Modification

Recommend ADOPTION of the Resolution.

Rationale:

The Northwest Local School District contract for police safety services provides the District with the option to have up to three School Safety Officers. Prior to the start of the 2021 academic year and due to COVID, the School District had opted to keep the current complement of two School Safety Officers. This change will require a change in the organization chart to allow for the third position. These are part time roles and are required to be filled as soon as possible in order to ensure that employees can be properly trained prior to the start of the school year.

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at _____ p.m., on the 13th day of July, 2021, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Raj Rajagopal, Dan Unger, Matthew Wahlert

Mr. _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

RESOLUTION ADOPTING ORGANIZATIONAL CHART MODIFICATION

WHEREAS, the Board of Trustees sets the policy direction for Colerain Township employees and residents; and;

WHEREAS, Colerain Township policy 1.3, Colerain Township Employment Process Policy, requires that the organizational chart and roster be formally adopted by the Board of Trustees; and;

WHEREAS, the attached organizational chart and roster has been modified to change add an additional School Safety Officer position; and;

WHEREAS, this position will enhance the overall operational effectiveness of the Township and will be paid for by the Northwest Local School District; and;

WHEREAS, any subsequent changes to the organizational chart, roster, or job descriptions shall be brought to the Board of Trustees for formal approval, prior to implementation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Colerain Township, Hamilton County, Ohio, as follows:

1. The attached Organizational Chart and Roster be formally adopted by the Board of Trustees; and
2. That it is hereby found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board and any of its committees that resulted in such formal action were taken in meetings open to the public, in compliance with all legal requirements including §121.22 of the Ohio Revised Code; and
3. That the Board by a majority vote hereby dispenses with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of the Resolution upon its first reading.

4. That this Resolution shall be effective at the earliest date allowed by law.

Mr. _____ seconded the Resolution, and the roll being called upon the question of its adoption, the vote resulted as follows:

Vote Record: Mr. Rajagopal _____, Mr. Unger _____, Mr. Wahlert _____

ADOPTED this 13th day of July, 2021.

BOARD OF TRUSTEES:

Raj Rajagopal, Trustee

Dan Unger, Trustee

Matthew Wahlert, Trustee

ATTEST:

Jeffrey Baker,
Colerain Township Fiscal Officer

Resolution prepared by and approved as to form:

Lawrence E. Barbieri, Law Director
Scott Sollmann, Assistant Law Director
5300 Socialville Foster Rd., Suite 200
Mason, OH 45040 (513) 583-4200
Colerain Township Law Director

AUTHENTICATION

This is to certify that this Resolution was duly passed and filed with the Colerain Township Fiscal Officer this 13th day of July, 2021.

Jeffrey Baker
Colerain Township Fiscal Officer

ORGANIZATION CHART

Jeff Baker
FISCAL OFFICER

TRUSTEES



Raj Rajagopal



Daniel Unger



Matt Wahlert



Geoff Milz

ADMINISTRATOR



Jeff Weckbach
ASSISTANT
ADMINISTRATOR

DIRECTOR OF
DEVELOPMENT

ZONING
ADMINISTRATOR

DEVELOPMENT
OFFICER



**Jacqueline
O'Connell**
PUBLIC SERVICES
DIRECTOR



Jeff McElravy
FINANCE
DIRECTOR



Allen Walls
FIRE CHIEF



Mark Denney
POLICE CHIEF

OFFICE
MANAGER
RECEPTIONIST
HUMAN RESOURCES
SPECIALIST
FACILITY MANAGER
ROADS SUPERVISOR
PARKS SUPERVISOR
EVENTS COORDINATOR
MAINTENANCE
WORKERS (9)
LITTER PICK UP
LABORER (2)
SUMMER CAMP
DIRECTOR
SUMMER CAMP
ASST. DIRECTOR
SUMMER CAMP
COUNSELORS (6)
PART-TIME
EVENT SET UP
WORKER (2)
BUS DRIVER
SEASONAL PARKS
WORKERS (8)
MAINTENANCE
WORKERS (5)

FINANCE
SPECIALIST
ACCOUNTING
SPECIALISTS (2)
IT DIRECTOR
FLEET
MECHANIC I
FLEET
MECHANIC II
PART-TIME
MECHANIC TECH
CO-OP MECHANIC
DIVISION CHIEF
PART-TIME (2)
ASSISTANT FIRE
CHIEF
BATTALION
CHIEF SHIFT 1
CAPTAINS (2)
FULL-TIME
LIEUTENANTS
(4) FULL-TIME
EMT
FIREFIGHTERS
(18) FULL-TIME
EMT/
PARAMEDIC
FIREFIGHTERS
(21) PART-TIME
BATTALION
CHIEF SHIFT 2
CAPTAINS (2)
FULL-TIME
LIEUTENANTS
(4) FULL-TIME
EMT
FIREFIGHTERS
(18) FULL-TIME
EMT/
PARAMEDIC
FIREFIGHTERS
(22) PART-TIME
BATTALION
CHIEF SHIFT 3
CAPTAINS (2)
FULL-TIME
LIEUTENANTS
(4) FULL-TIME
EMT
FIREFIGHTERS
(18) FULL-TIME
EMT
PARAMEDIC
FIREFIGHTERS
(21) PART-TIME

VEHICLE FLEET
MANAGER

ASSISTANT FIRE
CHIEF
ADMINISTRATIVE
ASSISTANT
CAPTAIN EMS
OPERATIONS
MEDICAL
DIRECTOR
FIRE
HYDRANT
INSPECTORS
(3) SEASONAL
CAPTAIN
COMMUNITY RISK
REDUCTION
FIRE
INSPECTORS
(1) PART-TIME
(1) FULL-TIME
RESERVIST
PUBLIC
EDUCATORS
(2) PART-TIME
CAPTAIN
TRAINING &
EDUCATION

RESERVIST
PATROL
SERGEANT
PATROL
SERGEANT
PATROL
SERGEANT
PATROL
SERGEANT
ADMIN
SERGEANT
POLICE OFFICERS
(6)
POLICE OFFICERS
(6)
POLICE OFFICERS
(6)
POLICE OFFICERS
(6)
POLICE OFFICERS
(6)
POLICE OFFICERS
(6)

INVESTIGATIVE
SERVICES
COMMANDER
INVESTIGATIVE
SERGEANT
OIC (1)
DETECTIVES
(8)
ENVIRONMENTAL
CRIMES
INVESTIGATOR (1)
CODE
ENFORCEMENT
OFFICER (1)
PART-TIME CODE
ENFORCEMENT
OFFICER (2)

SUPPORT
SERVICES
COMMANDER
SUPPORT
SERVICES
SERGEANT
SRO (2)
SCHOOL
SAFETY
OFFICER (3)
ACCRED-
ITATION
MANAGER
(1)
CIVILIAN
SUPERVISOR (1)
CLERKS (4)
PART-TIME
CLERKS (2)
PROPERTY
ROOM
MANAGER
ANTI-CRIME
SERGEANT
OIC (1)
POLICE
OFFICERS
(2)
K-9 (1)

Department	Position	Job ID #
Administration	Township Administrator	100
Administration	Assistant Township Administrator	101
Administration	Director of Finance	102
Administration	IT Director	103
Administration	Finance Specialist	104
Administration	Accounting Specialist	105
Administration	Accounting Specialist	105
Administration	Human Resources Specialist	106
Administration	Office Manager	107
Administration	Receptionist	169
Administration	Senior Development Officer	173
Administration	Development Officer	174
Administration	Management Analyst Intern	175
Fire & EMS	Fire Chief	108
Fire & EMS	Assistant Fire Chief of Operations	109
Fire & EMS	Assistant Fire Chief of Administration	110
Fire & EMS	Administrative Assistant	111
Fire & EMS	Division Chief (Part-time)	112
Fire & EMS	Division Chief (Part-time)	112
Fire & EMS	Reservist	113
Fire & EMS	Part Time Fire Safety Inspector	114
Fire & EMS	Reservist - Public Educator	115
Fire & EMS	Reservist - Public Educator	115
Fire & EMS	Fire Hydrant Maintenance Worker (seasonal)	116
Fire & EMS	Fire Hydrant Maintenance Worker (seasonal)	116
Fire & EMS	Fire Hydrant Maintenance Worker (seasonal)	116
Fire & EMS	Vehicle Fleet Manager	117
Fire & EMS	Fleet Mechanic Technician II	176
Fire & EMS	Fleet Mechanic Technician I	175
Fire & EMS	Part Time Fleet Mechanic Technician	119
Fire & EMS	Co-Op Fleet Mechanic Technician	120
Fire & EMS	Medical Director	121
Fire & EMS	Battalion Chief	122
Fire & EMS	Battalion Chief	122
Fire & EMS	Battalion Chief	122
Fire & EMS	Captain - Emergency Medical Services	123
Fire & EMS	Captain - Community Risk Reduction	124
Fire & EMS	Captain - Training & Education	125
Fire & EMS	Fire Captain	126
Fire & EMS	Fire Captain	126
Fire & EMS	Fire Captain	126
Fire & EMS	Fire Captain	126
Fire & EMS	Fire Captain	126
Fire & EMS	Fire Captain	126
Fire & EMS	Fire Lieutenant	127
Fire & EMS	Fire Lieutenant	127

Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Fire & EMS	Firefighter Paramedic/EMT	130
Planning & Zoning	Director of Planning & Zoning	131
Planning & Zoning	Code Enforcement Officer	133
Planning & Zoning	Code Enforcement Specialist	167
Planning & Zoning	Code Enforcement Specialist	167
Police	Police Chief	136
Police	Support Services Commander	137
Police	Patrol Commander	138
Police	Investigative Commander	139
Police	Administrative Sergeant	140
Police	Investigative Sergeant	141
Police	Patrol Sergeant	142
Police	Patrol Sergeant	142

Police	Uniformed Patrol Officer	146
Police	Environmental Crimes Investigator	172
Police	Public Safety Administrative Assistant	148
Police	Civilian Supervisor	149
Police	Accreditation Manager	150
Police	Property Room Manager	151
Police	Police Clerk	152
Police	Police Clerk	152
Police	Police Clerk	152
Police	Police Clerk	152
Police	School Safety Officer	153
Police	School Safety Officer	153
Police	School Safety Officer	153
Police	Police Clerk (PT)	154
Police	Police Clerk (PT)	154
Police	Chaplain	155
Public Services	Director of Public Services	156
Public Services	Event Coordinator	157
Public Services	Facility Manager	158
Public Services	Supervisor Foreman	159
Public Services	Supervisor Foreman	159
Public Services	Maintenance Worker	160
Public Services	Maintenance Worker	160
Public Services	Maintenance Worker	160
Public Services	Maintenance Worker	160
Public Services	Maintenance Worker	160
Public Services	Maintenance Worker	160
Public Services	Maintenance Worker	160
Public Services	Maintenance Worker	160
Public Services	Maintenance Worker	160
Public Services	Maintenance Worker	160
Public Services	Maintenance Worker	160
Public Services	Maintenance Worker	160
Public Services	Bus Driver	161
Public Services	Event Setup Worker	162
Public Services	Event Setup Worker	162
Public Services	Seasonal Maintenance Worker	163
Public Services	Seasonal Maintenance Worker	163
Public Services	Seasonal Maintenance Worker	163
Public Services	Seasonal Maintenance Worker	163
Public Services	Seasonal Maintenance Worker	163
Public Services	Seasonal Maintenance Worker	163
Public Services	Seasonal Maintenance Worker	163
Public Services	Seasonal Maintenance Worker	163
Public Services	Director - Summer Camp	164
Public Services	Assistant Director - Summer Camp	165

Public Services	Summer Camp Counselor	166
Public Services	Summer Camp Counselor	166
Public Services	Summer Camp Counselor	166
Public Services	Summer Camp Counselor	166
Public Services	Summer Camp Counselor	166
Public Services	Summer Camp Counselor	166
Public Services	Litter Pick Up Laborer	171
Public Services	Litter Pick Up Laborer	171

CONSENT ITEMS

Department: Public Services

Department Director: Jackie O'Connell, Director - Public Services

New Hire - Full Time Maintenance Laborer - Public Services - Roads

Recommend approval of all consent items.

Rationale:

The position of Full Time Maintenance Laborer was posted, applications were received and interviews conducted. A conditional offer of employment was extended to Richard Mock. The wage for this job is \$21.00 per hour for 40 hours per week, as Mr. Mock has his CDLA, as per the AFSCME Collective Bargaining Agreement. Contingent upon Board approval, he would be eligible to begin work on July 19, 2021.



NEW HIRE AUTHORIZATION

TO BE COMPLETED BY HUMAN RESOURCES

- ☐ New position - Date of Trustee Approval
☐ Reconfiguration of position - Date of Trustee Approval
☒ Replacement existing vacancy - Date of Trustee Approval 7/13/2021

Job Code: 5023- Maintenance Worker (Roads) Position Number: 160- Maintenance Worker (Roads)

Status: ☒ Full Time ☒ Permanent ☐ FLSA Exempt ☒ CBA Position
☐ Part Time ☐ Temporary/Seasonal ☒ FLSA Non-Exempt ☐ Non-CBA Position

TO BE COMPLETED BY HIRING DEPARTMENT HEAD

Employee name Richard Mock

Hourly rate: \$21.00 Employee Supervisor: Dan Schulte

Min/Max hours/week: 40hrs/week

Proposed start date: 7/19/2021 Eligibility Date: 7/14/2021

Tentative schedule of hours: Monday-Friday 6:30 AM to 3 PM

Does this position supervise staff? ☐ Yes ☒ No

Comments: Interviewed with Dan Schulte, Jackie O'Connell and Kraig Rieman

Department Head Name: Jackie O'Connell

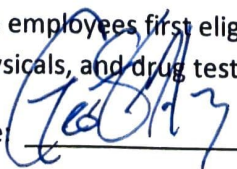
Signature: Jacqueline O'Connell

Date: 6/21/2021

TO BE COMPLETED BY THE TOWNSHIP ADMINISTRATOR

The Colerain Township Administrator conditionally approves this hire. This hire shall be fully effective after approval by the Board of Trustees at the next possible Trustee meeting. The employee will be required to serve a probationary period, as defined by the Township Policy Manual or Collective Bargaining Agreement.

For hiring purposes, the employee's first eligible start date, pending completion of all necessary background checks, physicals, and drug tests is: 07/19/2021

Administrator Signature: 

Date: 7.9.21

JOB POSTING INFORMATION – TO BE COMPLETED BY HUMAN RESOURCES

The Position was posted on the following locations:

☒ Township Website

☐ Internal Bulletin Board

☐ Social media

☐ Facebook

☐ LinkedIn

☐ Twitter

☐ Other

☐ Newspapers

☒ Other job boards

Hiring Process Timeline:

Date of initial posting: 05/27/2021

Date posting closed: 06/21/2021

Interview Committee: Interviewed with Dan Schulte, Jackie O'Connell and Kraig Rieman

Interview dates:

Number of applications: 8

Number of candidates interviewed: 3

CONSENT ITEMS

Department: Police

Department
Director: Mark Denney, Police Chief

New Hire - School Safety Officer - Police Department

Recommend approval of all consent items.

Rationale:

John Pearson: Retired DEA agent will assume role at White Oak Middle School. Position is fully funded by NWLSD. His rate of pay is \$33.00 per hour.



NEW HIRE AUTHORIZATION

TO BE COMPLETED BY HUMAN RESOURCES

- ☒ New position - Date of Trustee Approval 8/13/2021
☐ Reconfiguration of position - Date of Trustee Approval
☐ Replacement existing vacancy

Job Code: 153- School Safety Officer Position Number: 4112- School Safety Officer

Status: ☐ Full Time ☐ Permanent ☐ FLSA Exempt ☐ CBA Position
☒ Part Time ☒ Temporary/Seasonal ☒ FLSA Non-Exempt ☒ Non-CBA Position

TO BE COMPLETED BY HIRING DEPARTMENT HEAD

Employee name: John Pearson

Hourly rate: \$33.00 Employee Supervisor: Justin Hussel

Min/Max hours/week: 40 during school year

Proposed start date: 8/01/21 Eligibility Date: 08/01/21

Tentative schedule of hours: MON-FRI 40 HOURS PER WEEK

Does this position supervise staff? ☐ Yes ☒ No

Comments: NA

Department Head Name: Mark Denney

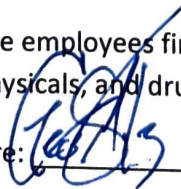
Signature: 

Date: 07/08/2021

TO BE COMPLETED BY THE TOWNSHIP ADMINISTRATOR

The Colerain Township Administrator conditionally approves this hire. This hire shall be fully effective after approval by the Board of Trustees at the next possible Trustee meeting. The employee will be required to serve a probationary period, as defined by the Township Policy Manual or Collective Bargaining Agreement.

For hiring purposes, the employees first eligible start date, pending completion of all necessary background checks, physicals, and drug tests is: 08/01/2021

Administrator Signature: 

Date: 7.9.21

JOB POSTING INFORMATION – TO BE COMPLETED BY HUMAN RESOURCES

The Position was posted on the following locations:

☒ Township Website

☐ Internal Bulletin Board

☐ Social media

☐ Facebook

☐ LinkedIn

☐ Twitter

☐ Other

☐ Newspapers

☐ Other job boards

Hiring Process Timeline:

Date of initial posting: 11/2018

Date posting closed: Open

Interview Committee: Justin Hussel, Mike Owens

Interview dates: 07/2021

Number of applications: 4

Number of candidates interviewed: 4

CONSENT ITEMS

Department: Police

Department
Director: Mark Denney, Police Chief

New Hire - School Safety Officer - Police Department

Recommend approval of all consent items.

Rationale:

Andrew Nogueira: Retired Cincinnati Police SWAT member will assume role at Colerain Middle School. Position is fully funded by NWLSD. His rate of pay is \$33.00 per hour.



NEW HIRE AUTHORIZATION

TO BE COMPLETED BY HUMAN RESOURCES

- ☐ New position - Date of Trustee Approval
☐ Reconfiguration of position - Date of Trustee Approval
☒ Replacement existing vacancy Date of Trustee Approval 8/13/2021

Job Code: 153- School Safety Officer Position Number: 4109- School Safety Officer

Status: ☐ Full Time ☐ Permanent ☐ FLSA Exempt ☐ CBA Position
☒ Part Time ☒ Temporary/Seasonal ☒ FLSA Non-Exempt ☒ Non-CBA Position

TO BE COMPLETED BY HIRING DEPARTMENT HEAD

Employee name: Andrew Nogueira

Hourly rate: \$33.00 Employee Supervisor: Justin Hussel

Min/Max hours/week: 40 during school year

Proposed start date: 8/01/21 Eligibility Date: 08/01/21

Tentative schedule of hours: MON-FRI 40 HOURS PER WEEK

Does this position supervise staff? ☐ Yes ☒ No

Comments: NA

Department Head Name: Mark Denney

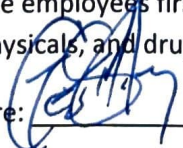
Signature: 

Date: 07/08/2020

TO BE COMPLETED BY THE TOWNSHIP ADMINISTRATOR

The Colerain Township Administrator conditionally approves this hire. This hire shall be fully effective after approval by the Board of Trustees at the next possible Trustee meeting. The employee will be required to serve a probationary period, as defined by the Township Policy Manual or Collective Bargaining Agreement.

For hiring purposes, the employees first eligible start date, pending completion of all necessary background checks, physicals, and drug tests is: 08/01/2021

Administrator Signature: 

Date: 7.9.21

JOB POSTING INFORMATION – TO BE COMPLETED BY HUMAN RESOURCES

The Position was posted on the following locations:

☒ Township Website

☐ Internal Bulletin Board

☐ Social media

☐ Facebook

☐ LinkedIn

☐ Twitter

☐ Other

☐ Newspapers

☐ Other job boards

Hiring Process Timeline:

Date of initial posting: 11/2018

Date posting closed: Open

Interview Committee: Justin Hussel, Mike Owens

Interview dates: 07/2021

Number of applications: 4

Number of candidates interviewed: 4

CONSENT ITEMS

Department: Police

Department
Director: Mark Denney, Police Chief

New Hire - Police Officer- Police Department

Recommend approval of all consent items.

Rationale:

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

The wage for this job is \$25.48 per hour for 40 hours per week. Contingent upon Board approval and successful completion of the medical and psychological examination, he would be eligible to begin work on July 14, 2021.



NEW HIRE AUTHORIZATION

TO BE COMPLETED BY HUMAN RESOURCES

- ☐ New position - Date of Trustee Approval
☐ Reconfiguration of position - Date of Trustee Approval
☒ Replacement existing vacancy- Date of Trustee Approval 8/13/2021

Job Code: 146- Uniformed Patrol Officer Position Number: 4046- Uniformed Patrol Officer

Status: ☒ Full Time ☒ Permanent ☐ FLSA Exempt ☒ CBA Position
☐ Part Time ☐ Temporary/Seasonal ☒ FLSA Non-Exempt ☐ Non-CBA Position

TO BE COMPLETED BY HIRING DEPARTMENT HEAD

Employee name: John McMahon

Hourly rate: \$25.48 Employee Supervisor: Ed Cordie

Min/Max hours/week: 40

Proposed start date: 7/14/21 Eligibility Date: 7/14/21

Tentative schedule of hours: Varies

Does this position supervise staff? ☐ Yes ☒ No

Comments: na

Department Head Name: Mark Denney

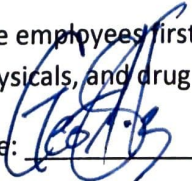
Signature: 

Date: 07/06/2021

TO BE COMPLETED BY THE TOWNSHIP ADMINISTRATOR

The Colerain Township Administrator conditionally approves this hire. This hire shall be fully effective after approval by the Board of Trustees at the next possible Trustee meeting. The employee will be required to serve a probationary period, as defined by the Township Policy Manual or Collective Bargaining Agreement.

For hiring purposes, the employee's first eligible start date, pending completion of all necessary background checks, physicals, and drug tests is: 7/14/2021

Administrator Signature: 

Date: 7.9.21

JOB POSTING INFORMATION – TO BE COMPLETED BY HUMAN RESOURCES

The Position was posted on the following locations:

☒ Township Website

☐ Internal Bulletin Board

☐ Social media

☐ Facebook

☐ LinkedIn

☐ Twitter

☐ Other

☐ Newspapers

☒ Other job boards

Hiring Process Timeline:

Date of initial posting: Ongoing

Date posting closed: Ongoing

Interview Committee: Cordie, Enneking, Hane, Johnson, Robers, Doe

Interview dates: 5/21/2021

Number of applications: 103

Number of candidates interviewed: 50

CONSENT ITEMS

Department: Police

Department
Director: Mark Denney, Police Chief

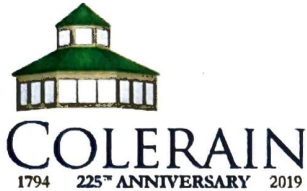
New Hire - Police Officer - Police Department

Recommend approval of all consent items.

Rationale:

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

The wage for this job is \$25.48 per hour for 40 hours per week. Contingent upon Board approval and successful completion of the medical and psychological examination, he would be eligible to begin work on July 14, 2021.



NEW HIRE AUTHORIZATION

TO BE COMPLETED BY HUMAN RESOURCES

- ☐ New position - Date of Trustee Approval
☐ Reconfiguration of position - Date of Trustee Approval
☒ Replacement existing vacancy Date of Trustee Approval 8/13/2021

Job Code: 146- Uniformed Patrol Officer Position Number: 4039- Uniformed Patrol Officer

Status: ☒ Full Time ☒ Permanent ☐ FLSA Exempt ☒ CBA Position
☐ Part Time ☐ Temporary/Seasonal ☒ FLSA Non-Exempt ☐ Non-CBA Position

TO BE COMPLETED BY HIRING DEPARTMENT HEAD

Employee name: Charles Freudemann

Hourly rate: \$25.48 Employee Supervisor: Ed Cordie

Min/Max hours/week: 40

Proposed start date: 7/14/21 Eligibility Date: 7/14/21

Tentative schedule of hours: Varies

Does this position supervise staff? ☐ Yes ☒ No

Comments: NA

Department Head Name: Mark Denney

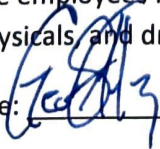
Signature: 

Date: 07/06/2021

TO BE COMPLETED BY THE TOWNSHIP ADMINISTRATOR

The Colerain Township Administrator conditionally approves this hire. This hire shall be fully effective after approval by the Board of Trustees at the next possible Trustee meeting. The employee will be required to serve a probationary period, as defined by the Township Policy Manual or Collective Bargaining Agreement.

For hiring purposes, the employees first eligible start date, pending completion of all necessary background checks, physicals, and drug tests is: 7/14/2021

Administrator Signature: 

Date: 7.9.21

JOB POSTING INFORMATION – TO BE COMPLETED BY HUMAN RESOURCES

The Position was posted on the following locations:

☒ Township Website

☐ Internal Bulletin Board

☐ Social media

☐ Facebook

☐ LinkedIn

☐ Twitter

☐ Other

☐ Newspapers

☒ Other job boards

Hiring Process Timeline:

Date of initial posting: Ongoing

Date posting closed: Ongoing

Interview Committee: Cordie, Enneking, Hane, Johnson, Robers, Doe

Interview dates: 5/21/2021

Number of applications: 103

Number of candidates interviewed: 50