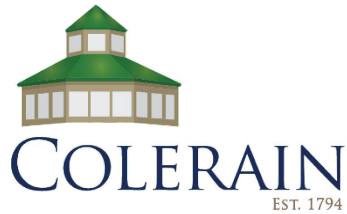


Regular Meeting of the Board of Trustees - October 26

October 26, 2021

- 1. Opening of Meeting**
- 2. Pledge of Allegiance** 7:00 PM
- 3. Meditation (Moment of Silence)**
- 4. Fiscal Office** – Approval of Minutes
- 5. Presentations**
 - a. Presentation by Chief Denney Introducing and Swearing-In a Newly Hired Seth Moore
 - b. Proclamation - Kreso Mikulic
 - c. Proclamation - Susan Baird
- 6. Citizens Address**
- 7. Administrative Reports**
- 8. Trustees' Report**
- 9. New Business**
 - Public Safety**
 - a. Motion Adopting the Township Continuity of Operations Plan
 - b. Motion Adopting the Township Emergency Operations Plan
 - c. Motion to Issue Noise Permit
 - d. Resolution Declaring Nuisance and Ordering Abatement
 - e. Resolution Declaring a Junk Motor Vehicle
 - f. Resolution Declaring a Junk Motor Vehicle
 - g. Resolution Declaring a Junk Motor Vehicle
 - h. Resolution Declaring a Junk Motor Vehicle
 - Public Services**
 - a. Discussion - Road Maintenance Funding Overview
 - b. Motion to Adopt Five Year Road Plan
 - c. Motion to Award Street Tree Bid Award to Jeffrey Allen Corporation in the amount of \$39,145
 - d. Resolution Authorizing The Administrator To Prepare And Submit An Application To Participate In The Ohio Public Works Commissions State Capital Improvement And Local Transportation Improvement Programs
- 10. Old Business**



- a. Resolution Updating and Adopting Financial Policies for Colerain Township
 - b. Resolution Accepting Copper Creek Ln. as a Colerain Township Road
11. **Consent Items**
- a. Promotion - EMS Captain - Department of Fire & EMS
 - b. Promotion - Fire Lieutenant - Department of Fire & EMS
 - c. Promotion - Full-Time Firefighters - Department of Fire & EMS
 - d. New Hire - Part-Time Firefighter/Paramedic - Department of Fire & EMS
 - e. New Hire - Part-Time Firefighter/EMT - Department of Fire & EMS
 - f. New Hire - Police Officer - Police Department
 - g. Donation Acceptance - Public Services - \$5,000
 - h. Contract - T-Mobile - Cell Tower Lease Amendment
12. **Fiscal Office Report**
13. **Executive Session** – if needed
14. **Adjournment**

PRESENTATIONS

Department: Police

Department Director: Mark Denney, Police Chief

Strategic Plan Goal: Strategic Goal #5: Continue to Provide High Quality Safety Services

Presentation by Chief Denney Introducing and Swearing-In a Newly Hired Seth Moore
No action is requested of the Board.

Rationale:

Chief Denney will swear-in Police Officer Seth Moore.

PRESENTATIONS

Department: Administration
Department Director: Geoff Milz, Administrator

Strategic Plan
Goal:

Proclamation - Kreso Mikulic

Recommend ADOPTION of the Motion.

Rationale:

Kreso Mikulic has made significant contributions to Colerain Township as owner Vinoklet Winery and Restaurant over the years. The attached proclamation provides more details on his accomplishments as a member of our community.

**PROCLAMATION RECOGNIZING NOVEMBER 10, 2021 AS
KRESO MIKULIC DAY IN COLERAIN TOWNSHIP**

Hamilton
.....County, Ohio
Colerain

Be It Proclaimed *by the Township Trustees ofTownship, that*

WHEREAS, Kreso Mikulic, owner of Vinoklet Winery and Restaurant, transformed a 26-acre Colerain Township dairy farm into a remarkable, stunning destination and the only working winery in Hamilton County, home to 12 award-winning wines; and

WHEREAS, Kreso, an Electrical Engineer who had a prestigious career in Communist Yugoslavia, defected to the United States because he strongly values civil freedom and the opportunity for a better life; and

WHEREAS, Kreso is a brilliant engineer who made outstanding contributions to the American aerospace industry while working as Chief Designer of a Cincinnati-based GE subsidiary, designing highly complicated systems for military aircraft including the B-1 Bomber and Black Hawk Helicopter; and

WHEREAS, Kreso, age 87 and active alpine skier, recently skied a double black diamond slope in Utah, inspiring daily those around him with his passion for life and positive can-do spirit, making impossible things a reality; and

WHEREAS, Kreso is a generous and gracious host at his winery. He always strives to make people feel at home and finds it important to show kindness to his family, many friends, and neighbors. We thank Kreso for his continued support and contributions to the Colerain Township community through his countless gifts and gestures of love and support.

Be it Proclaimed that the Colerain Township Board of Trustees does hereby recognize
November 10, 2021 as Kreso Mikulic Day in Colerain Township.

Adopted the 26th October 2021
.....day of

Attest
Fiscal Officer

.....
.....

Township Trustees

PRESENTATIONS

Department: Administration

Department Director: Geoff Milz, Administrator

Strategic Plan
Goal:

Proclamation - Susan Baird

Recommend ADOPTION of the Motion.

Rationale:

Susan Baird has been an active member of Colerain Township over the past 34 years, operating a popular Jazzercise franchise. The attached proclamation provides more details on her accomplishments as a member of our community.

PROCLAMATION RECOGNIZING OCTOBER 29, 2021 AS SUSAN BAIRD DAY IN COLERAIN TOWNSHIP

Hamilton

.....County, Ohio

Colerain

Be It Proclaimed *by the Township Trustees of*Township, *that*

WHEREAS, Susan Baird has been a Jazzercise franchise owner in Colerain Township for over 34 years; and

WHEREAS, Susan's passion for fitness and love for the Jazzercise program has been displayed many places over the years. She has held demo classes at Colerain Park, Relay for Life, Northgate Mall, and at various schools in the area. Susan also led a group of Jazzercisers down Colerain Avenue during the Bicentennial Parade in 1994; and

WHEREAS, Susan offered more than 30 classes per week to the community so that more people could experience a great way to get fit; and

WHEREAS, Susan is married with two children and six grandchildren. She is retiring on October 29, 2021 and we thank her for her contributions to the Colerain Township community and wish her luck in her future endeavors.

Be it Proclaimed that the Colerain Township Board of Trustees does hereby recognize October 29, 2021 as Susan Baird Day in Colerain Township.

Adopted the 26th day of October 2021

Attest
Fiscal Officer

.....

.....

Township Trustees

PUBLIC SAFETY

Department: Fire

Department Director: Allen Walls, Fire Chief

Strategic Plan Goal: Strategic Goal #5: Continue to Provide High Quality Safety Services

Motion Adopting the Township Continuity of Operations Plan

Recommend ADOPTION of the Motion.

Rationale:

A continuity of operations plan provides for the continuity of township operations in an emergency.

PUBLIC SAFETY

Department: Fire

Department Director: Allen Walls, Fire Chief

Strategic Plan Goal: Strategic Goal #5: Continue to Provide High Quality Safety Services

Motion Adopting the Township Emergency Operations Plan

Recommend ADOPTION of the Motion.

Rationale:

The Emergency Operations Plan for the Township is plan for the operations of the Township during different emergencies.

PUBLIC SAFETY

Department: Police

Department Director: Mark Denney, Police Chief

Strategic Plan Goal: Strategic Goal #5: Continue to Provide High Quality Safety Services

Motion to Issue Noise Permit

Recommend ADOPTION of the Motion.

Rationale:

St. John the Baptist for November 13, 2021 from 6:00pm-11:30pm.

PERMIT VALID DATE AND TIME (to and from):

November 8, 21
6pm - 11:30pm

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: St. John the Baptist School
Address where event will be held: 5375 Dry Ridge Rd
Type of event: School Fundraiser
Date and Time of Event: Nov 13, 2021 6:00 - 11:30pm
Contact number for permit holder:
513-385-7970

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: 9/28/21

By: Denny

Number of issued permits in calendar year: Residential _____ Business 1

To be placed on Trustee agenda for meeting: 10/26/21 (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

Strategic Plan Goal: Strategic Goal #2: Engage the New Economy with Green Initiatives

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:

2843 Cranbook	510-0014-0140-00
8300 Colerain	510-0060-0014-00
3332 Galbraith	510-0090-0054-00
9721 Gibraltar	510-0052-0351-00
2909 Greenbrook	510-0024-0216-00
8806 Nabida	510-0342-0013-00
2557 Niagara	510-0051-0343-00
2650 Niagara	510-0051-0295-00
2659 Niagara	510-0051-0270-00
3251 Orangeburg	510-0112-0164-00
3260 Orangeburg	510-0112-0157-00
3545 Redskin	510-0111-0119-90
2445 Schon	510-0044-0075-00
3213 Springdale	510-0112-0002-00
2641 Washington	510-0031-0642-00

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 26th day of October, 2021, at the Colerain Township Administration Building, 4200 Springdale Road, Cincinnati, Ohio 45251, with the following members present:

Matthew Wahlert, Raj Rajagopal, Dan Unger

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>
2843 Cranbook	510-0014-0140-00
8300 Colerain	510-0060-0014-00
3332 Galbraith	510-0090-0054-00
9721 Gibraltar	510-0052-0351-00
2909 Greenbrook	510-0024-0216-00
8806 Nabida	510-0342-0013-00
2557 Niagara	510-0051-0343-00
2650 Niagara	510-0051-0295-00
2659 Niagara	510-0051-0270-00
3251 Orangeburg	510-0112-0164-00
3260 Orangeburg	510-0112-0157-00
3545 Redskin	510-0111-0119-90
2445 Schon	510-0044-0075-00
3213 Springdale	510-0112-0002-00
2641 Washington	510-0031-0642-00

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 26th day of October, 2021.

BOARD OF TRUSTEES:

Matthew Wahlert, Trustee

Raj Rajagopal, Trustee

Dan Unger, 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 26th day of October, 2021.

Jeff Baker
Colerain Township Fiscal Officer

PUBLIC SAFETY

Department: Police

Department Director: Mark Denney, Police Chief

Strategic Plan Goal: Strategic Goal #2: Engage the New Economy with Green Initiatives

Resolution Declaring a Junk Motor Vehicle
Recommend ADOPTION of the Resolution.

Rationale:

Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property:

2909 Greenbrook Ln., Cincinnati, OH 45251 – Parcel ID 510-0024-0216-00

White, Chevy, Cavalier, 2002, ADQ-9890 OH

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at _____ p.m., on the _____ day of _____, 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 DECLARING VEHICLE LOCATED AT 2909 Greenbrook Ln.,
Cincinnati, OH 45251 – Parcel ID 510-0024-0216-00
AS A JUNK MOTOR VEHICLE AND CAUSING FOR THE REMOVAL PURSUANT
TO COLERAIN TOWNSHIP RESOLUTION NO. 36-21**

WHEREAS, pursuant to Ohio Revised Code § 505.871, the Colerain Township Board of Trustees has authority to determine that a motor vehicle, on either public and private property, is a junk motor vehicle as defined in Ohio Revised Code § 505.173, and has the authority to have that vehicle removed from the property; and,

WHEREAS, the Colerain Township Board of Trustees adopted Resolution 36-21, on May 11, 2021, adopting the procedures of Ohio Revised Code § 505.871, to facilitate to the removal of a growing number of junk vehicles throughout the Township, and worked to preserve property values, public health, safety, and morals by eliminating the detrimental effects of junk vehicles; and,

WHEREAS, the Board of Trustees has knowledge of a junk motor vehicle located at **2909 Greenbrook Ln., Cincinnati, OH 45251 – Parcel ID 510-0024-0216-00**

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

1. The Board declares the junk motor vehicle located at 2909 Greenbrook Ln., Cincinnati, OH 45251 – Parcel ID 510-024-0216-00 to be inoperable, extensively damages, and at least three model years old:

A. White, Chevy, Cavalier, 2002, ADQ-9890 OH

2. The Board shall provide for the removal of said junk motor vehicle from the above listed property, not sooner than fourteen (14) days after the Board serves written notice of its intention to remove or cause the removal of the vehicle on the owner of the land and any holders of liens of record on the land.
3. The written notice shall contain the following information:

- a. A general description of the vehicle to be removed;
 - b. A statement the Board has determined that the vehicle is a junk motor vehicle.
 - c. A statement that if the owner of the land fails to remove the vehicle within fourteen days after service of the notice, the board may remove or cause the removal of the vehicle.
 - d. A statement that any expenses and/or costs the board incurs in removing or causing the removal of the vehicle may be entered upon the tax duplicate and become a lien upon the land from the date of entry.
 - e. A copy of this resolution.
4. The Board shall serve the notice on the property owner, pursuant to the procedure in Colerain Township Resolution 36-21, that a junk vehicle exists on the property and Colerain Township intends to remove, or cause the removal, of the junk motor vehicle.
 5. The Board may utilize any lawful means to collect the expenses incurred in removing or causing to removal of the junk motor vehicle as determined by Colerain Township Resolution 36-21.
 6. 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.
 7. 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.
 8. 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 _____, 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 ____ day of _____, 2021.

Jeff Baker
Colerain Township Fiscal Officer

PUBLIC SAFETY

Department: Police

Department Director: Mark Denney, Police Chief

Strategic Plan Goal: Strategic Goal #2: Engage the New Economy with Green Initiatives

Resolution Declaring a Junk Motor Vehicle
Recommend ADOPTION of the Resolution.

Rationale:

Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property:

2459 Berthbrook Dr., Cincinnati, OH 45231 – Parcel ID 510-0044-0082-00

White, GMC, Van, APPROX. YEAR (N/A), No TAG

Grey, Cadillac, El Dorado, APPROX. YEAR (N/A), No TAG

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at _____ p.m., on the _____ day of _____, 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 DECLARING VEHICLE LOCATED AT 2459 Berthbrook Dr.,
Cincinnati, OH 45231 – Parcel ID 510-0044-0082-00
AS A JUNK MOTOR VEHICLE AND CAUSING FOR THE REMOVAL PURSUANT
TO COLERAIN TOWNSHIP RESOLUTION NO. 36-21**

WHEREAS, pursuant to Ohio Revised Code § 505.871, the Colerain Township Board of Trustees has authority to determine that a motor vehicle, on either public and private property, is a junk motor vehicle as defined in Ohio Revised Code § 505.173, and has the authority to have that vehicle removed from the property; and,

WHEREAS, the Colerain Township Board of Trustees adopted Resolution 36-21, on May 11, 2021, adopting the procedures of Ohio Revised Code § 505.871, to facilitate to the removal of a growing number of junk vehicles throughout the Township, and worked to preserve property values, public health, safety, and morals by eliminating the detrimental effects of junk vehicles; and,

WHEREAS, the Board of Trustees has knowledge of a junk motor vehicle located at **2459 Berthbrook Dr., Cincinnati, OH 45231 – Parcel ID 510-0044-0082-00**

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

1. The Board declares the junk motor vehicle located at 2459 Berthbrook Dr., Cincinnati, OH 45231 – Parcel ID 510-0044-0082-00 to be inoperable, extensively damages, and at least three model years old:
 - A. **White, GMC, Van, APPROX. YEAR (N/A), No TAG**
 - B. **Grey, Cadillac, El Dorado, APPROX. YEAR (N/A), No TAG**
2. The Board shall provide for the removal of said junk motor vehicle from the above listed property, not sooner than fourteen (14) days after the Board serves written notice of its intention to remove or cause the removal of the vehicle on the owner of the land and any holders of liens of record on the land.

3. The written notice shall contain the following information:
 - a. A general description of the vehicle to be removed;
 - b. A statement the Board has determined that the vehicle is a junk motor vehicle.
 - c. A statement that if the owner of the land fails to remove the vehicle within fourteen days after service of the notice, the board may remove or cause the removal of the vehicle.
 - d. A statement that any expenses and/or costs the board incurs in removing or causing the removal of the vehicle may be entered upon the tax duplicate and become a lien upon the land from the date of entry.
 - e. A copy of this resolution.
4. The Board shall serve the notice on the property owner, pursuant to the procedure in Colerain Township Resolution 36-21, that a junk vehicle exists on the property and Colerain Township intends to remove, or cause the removal, of the junk motor vehicle.
5. The Board may utilize any lawful means to collect the expenses incurred in removing or causing to removal of the junk motor vehicle as determined by Colerain Township Resolution 36-21.
6. 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.
7. 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.
8. 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 _____, 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 ____ day of _____, 2021.

Jeff Baker
Colerain Township Fiscal Officer

PUBLIC SAFETY

Department: Police

Department Director: Mark Denney, Police Chief

Strategic Plan Goal: Strategic Goal #2: Engage the New Economy with Green Initiatives

Resolution Declaring a Junk Motor Vehicle
Recommend ADOPTION of the Resolution.

Rationale:

Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property:

2706 Breezy Way., Cincinnati, OH 45239 – Parcel ID 510-0074-0102-00

Light Brown, Chevrolet, Van, 2003, HBU-1698 OH

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at _____ p.m., on the _____ day of _____, 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 DECLARING VEHICLE LOCATED AT 2706 Breezy Way., Cincinnati, OH 45231 – Parcel ID 510-0074-0102-00
AS A JUNK MOTOR VEHICLE AND CAUSING FOR THE REMOVAL PURSUANT TO COLERAIN TOWNSHIP RESOLUTION NO. 36-21

WHEREAS, pursuant to Ohio Revised Code § 505.871, the Colerain Township Board of Trustees has authority to determine that a motor vehicle, on either public and private property, is a junk motor vehicle as defined in Ohio Revised Code § 505.173, and has the authority to have that vehicle removed from the property; and,

WHEREAS, the Colerain Township Board of Trustees adopted Resolution 36-21, on May 11, 2021, adopting the procedures of Ohio Revised Code § 505.871, to facilitate to the removal of a growing number of junk vehicles throughout the Township, and worked to preserve property values, public health, safety, and morals by eliminating the detrimental effects of junk vehicles; and,

WHEREAS, the Board of Trustees has knowledge of a junk motor vehicle located at **2706 Breezy Way., Cincinnati, OH 45239 – Parcel ID 510-0074-0102-00**

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

1. The Board declares the junk motor vehicle located at 2706 Breezy Way., Cincinnati, OH 45239 – Parcel ID 510-0074-0102-00 to be inoperable, extensively damages, and at least three model years old:

A. Light Brown, Chevrolet, Van, 2003, HBU-1698 OH

2. The Board shall provide for the removal of said junk motor vehicle from the above listed property, not sooner than fourteen (14) days after the Board serves written notice of its intention to remove or cause the removal of the vehicle on the owner of the land and any holders of liens of record on the land.
3. The written notice shall contain the following information:

- a. A general description of the vehicle to be removed;
 - b. A statement the Board has determined that the vehicle is a junk motor vehicle.
 - c. A statement that if the owner of the land fails to remove the vehicle within fourteen days after service of the notice, the board may remove or cause the removal of the vehicle.
 - d. A statement that any expenses and/or costs the board incurs in removing or causing the removal of the vehicle may be entered upon the tax duplicate and become a lien upon the land from the date of entry.
 - e. A copy of this resolution.
4. The Board shall serve the notice on the property owner, pursuant to the procedure in Colerain Township Resolution 36-21, that a junk vehicle exists on the property and Colerain Township intends to remove, or cause the removal, of the junk motor vehicle.
 5. The Board may utilize any lawful means to collect the expenses incurred in removing or causing to removal of the junk motor vehicle as determined by Colerain Township Resolution 36-21.
 6. 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.
 7. 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.
 8. 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 _____, 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 ____ day of _____, 2021.

Jeff Baker
Colerain Township Fiscal Officer

PUBLIC SAFETY

Department: Police

Department Director: Mark Denney, Police Chief

Strategic Plan Goal: Strategic Goal #2: Engage the New Economy with Green Initiatives

Resolution Declaring a Junk Motor Vehicle
Recommend ADOPTION of the Resolution.

Rationale:

Recommend Adoption of the Motion to Declare and Order Abatement of the Junk Motor Vehicle at the Following Property:

2708 W. Galbraith Rd., Cincinnati, OH 45239 – Parcel ID 510-0061-0226-00

Black, Ford, F-150, 2010, HUK-3940 OH

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio, met in regular session at _____ p.m., on the _____ day of _____, 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 DECLARING VEHICLE LOCATED AT 2708 Galbraith Rd., Cincinnati,
OH 45239 – Parcel ID 510-0061-0226-00
AS A JUNK MOTOR VEHICLE AND CAUSING FOR THE REMOVAL PURSUANT
TO COLERAIN TOWNSHIP RESOLUTION NO. 36-21**

WHEREAS, pursuant to Ohio Revised Code § 505.871, the Colerain Township Board of Trustees has authority to determine that a motor vehicle, on either public and private property, is a junk motor vehicle as defined in Ohio Revised Code § 505.173, and has the authority to have that vehicle removed from the property; and,

WHEREAS, the Colerain Township Board of Trustees adopted Resolution 36-21, on May 11, 2021, adopting the procedures of Ohio Revised Code § 505.871, to facilitate to the removal of a growing number of junk vehicles throughout the Township, and worked to preserve property values, public health, safety, and morals by eliminating the detrimental effects of junk vehicles; and,

WHEREAS, the Board of Trustees has knowledge of a junk motor vehicle located at **2708 W. Galbraith Rd., Cincinnati, OH 45239 – Parcel ID 510-0061-0226-00**

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

1. The Board declares the junk motor vehicle located at 2708 Galbraith Rd., Cincinnati, OH 45239 – Parcel ID 510-0061-0226-00 to be inoperable, extensively damages, and at least three model years old:

A. Black, Ford, F-150, 2010, HUK-3940 OH

2. The Board shall provide for the removal of said junk motor vehicle from the above listed property, not sooner than fourteen (14) days after the Board serves written notice of its intention to remove or cause the removal of the vehicle on the owner of the land and any holders of liens of record on the land.
3. The written notice shall contain the following information:

- a. A general description of the vehicle to be removed;
 - b. A statement the Board has determined that the vehicle is a junk motor vehicle.
 - c. A statement that if the owner of the land fails to remove the vehicle within fourteen days after service of the notice, the board may remove or cause the removal of the vehicle.
 - d. A statement that any expenses and/or costs the board incurs in removing or causing the removal of the vehicle may be entered upon the tax duplicate and become a lien upon the land from the date of entry.
 - e. A copy of this resolution.
4. The Board shall serve the notice on the property owner, pursuant to the procedure in Colerain Township Resolution 36-21, that a junk vehicle exists on the property and Colerain Township intends to remove, or cause the removal, of the junk motor vehicle.
 5. The Board may utilize any lawful means to collect the expenses incurred in removing or causing to removal of the junk motor vehicle as determined by Colerain Township Resolution 36-21.
 6. 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.
 7. 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.
 8. 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 _____, 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 ____ day of _____, 2021.

Jeff Baker
Colerain Township Fiscal Officer

PUBLIC SERVICES

Department: Public Services

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

Strategic Plan Goal: Strategic Goal #6: Continuously Improve the Operations of the Township

Discussion - Road Maintenance Funding Overview

No action is requested of the Board.

Rationale:

Presentation and discussion on current road funding sources, current needs, limitations and options.

TO: Geoff Milz, Township Administrator
 CC: Jeff Weckbach, Assistant Township Administrator
 FROM: Jackie O'Connell, Public Services Director
 DATE: April 26, 2021
 RE: Township Road Program Funding Options Overview

SUMMARY

Below is an overview of Colerain Township's road program maintenance budget. You will see the pertinent inventories, evaluation system and funding sources outlined below. However, the rate at which we can address the roads within the township falls far short of the repair cycle necessary to keep the roads in good order. For comparison, I have also summarized the budgets and funding sources for other townships' road programs. We are at a point where we need to find additional funding sources for road maintenance, or we will continue to fight a losing battle with our township-maintained roads. Ideally, preventative maintenance would be the bulk of our road funding – it prolongs the life of street and is much cheaper than resurfacing the street. However, our streets are in such disrepair that only a small portion of our annual expenses go to preventative maintenance.

Colerain Township Maintained Streets - Overview

- 115 miles / 495 streets
- Average cost to resurface: \$139/sq ft
- \$84,400,800 of street maintenance liability
- Average annual street maintenance budget \$1,250,000
- Currently – 67+ year road repair cycle
- Average PCI (as of 2020) - 59.8

2020 PCI Ratings

PCI Rating	Miles	# Roads	Percent
Good	6.95	32	6%
Satisfactory	22.705	107	19%
Fair	41.24	148	35%
Poor	40.967	189	35%
Very Poor	4.89	25	4%
Serious	0.98	5	1%

Colerain Township • 4200 Springdale Road • Colerain Township, Ohio 45251
 gmilz@colerain.org • www.colerain.org
 Phone (513) 385-7500 • Fax (513) 245-6503

Trustees: Raj Rajagopal, Daniel Unger, Matt Wahlert
Fiscal Officer: Jeffrey D. Baker
Administrator: Geoff Milz

Current Budget Analysis by Fund – road rehabilitation costs bolded

- Motor Vehicle License Tax (2011): \$45,635
 - Fixed costs
- Gas Tax (2021): \$628,000
 - Shared salaries and benefits
 - Capital equipment
 - **Cape sealing, road program catch-up**
- Road & Bridge Fund (2031): \$1,028,553
 - Salaries and benefits
- Permissive Motor Vehicle License Fee (2231): \$647,176
 - Operating supplies
 - Contracted services
 - Special projects
 - **Road program catch up**
- Rumpke Settlement: \$1M
 - **\$1M – annual road program**
- Engineer's 20%: ~\$40,000
 - **Special projects or road program**

Road Program Expenditure History

Year	Road Resurfacing	SCIP	Cape Seal	Total
2016	\$2,078,128		\$121,348	\$2,199,476
2017	\$1,237,348			\$1,237,348
2018	\$1,243,909	\$6,757,202		\$8,001,111
2019	\$1,095,423			\$1,095,423
2020	\$1,082,669		\$216,512	\$1,299,181
2021	\$2,000,000*		\$362,000*	\$2,362,000*

** budgeted amount*

Township Road Program Comparison

Township	Road Program Budget	Funded By	Road Miles	Budget/Mile	Notes
Colerain	\$1,000,000	Rumpke Disbursement	115	\$8,696	Sidewalk assessment
Anderson	\$1,500,000	General Fund, TIF	124	\$11,694	Maintains sidewalks
Delhi	\$700,000 - \$1,500,000	TIF	55	\$12,272 - \$27,273	Assessments for sidewalks and aprons.
Green	\$1,500,000	TIF	112	\$13,393	Maintain sidewalks
Springfield	\$1,700,000	1 Mill Road Levy Equivalent (special assessment), General Fund	92	\$18,478	Sidewalk repair (county & township roads)
Sycamore	\$800,000	General Fund (JEDZ)	52	\$15,385	Replace curbs as needed, no aprons
Symmes	\$550,000	0.9 mil 7 year Road and Sidewalk Levy	45	\$15,556	Maintain sidewalks

Road Program Funding Options

Fund Balance – Approximately \$2,000,000 in restricted fund balance can be used to bolster the number of roads in one year. *This is a one-time use of funds* and is a short-term solution. Additionally, a fund balance usage policy will ensure that all available funds are being used to address infrastructure needs.

TIFs – Establish TIF districts to assist with road maintenance expenses within the district.

Levy – Pass a roads levy or general operating levy to address infrastructure needs. A 1 mill levy would generate approximately \$1,000,000 annually.

Special Assessment – Establish a special assessment program for roads being resurfaced based on home value. At a 1 mill rate, the average assessment in the Township would be \$64.68/year for 10 years for those roads that get resurfaced – can be a petition process.

OPWC – Continue to apply for OPWC funding consideration for the worst roads.

Recommendation

The current funding sources for road repair and maintenance is not sustainable to maintain the Township's roads. One or more additional funding sources must be adopted to fulfil this obligation; the longer a decision is delayed, the more expensive it is to keep the roads maintained. Scenarios can be constructed once options are selected.

PUBLIC SERVICES

Department: Public Services

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

Strategic Plan Goal: Strategic Goal #1: Increase Focus on Economic Development and Township Prosperity

Motion to Adopt Five Year Road Plan

Recommend ADOPTION of the Motion.

Rationale:

The roads division of the Public Services Department evaluates Township streets every few years. After each evaluation, streets are provided a Pavement Condition Index (PCI) rating that is then used to determine which roads will be repaved and in what order. Other factors, such as traffic volume, surface type, and other issues will be used to determine the order of street repaving. PCI for each street in Colerain can be found here:

<https://coleraintownshiphamiltonoh.opengov.com/data/#/45724/query=AA894EF605594EBC913FB8CB1882D866&embed=n>

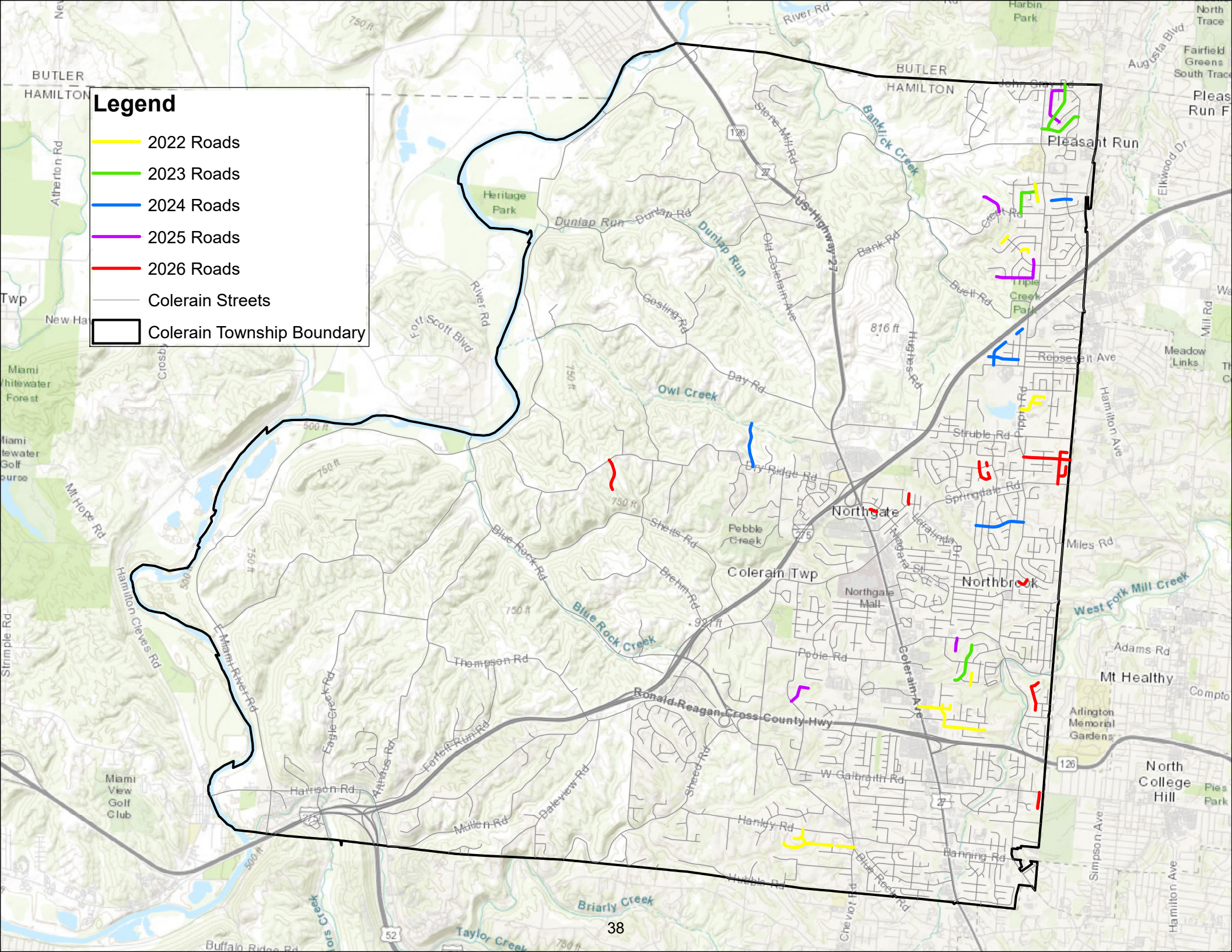
Attached to this agenda item is a five-year road repavement plan. This plan shows the roads that are set to have a two-inch mill and fill. These streets will also receive new curbs and needed repairs to storm basins. The Township has approximately \$1.9M available each year for road projects. The difference in the proposed budget for each year of the plan and the \$1.9M will be allocated to Cape Sealing projects, matches on grants, and other minor roadway improvements.

The plan will be reviewed annually and staff intends on adding additional streets in future years, depending on the balances available in each road fund at permanent appropriations. For example, if the Gasoline Tax Fund has a budget surplus of \$200,000 for Fiscal Year 2021, staff recommends that additional roads be added to the plan that will cost \$200,000 for a two-inch mill and fill.

2022 Road Program											
Total	\$1,560,857.27		SCIP	\$650,000.00			2.42	9,447.00	\$792,049.80	Contingency	\$118,807.47
STREET	Sections	Asphalt	Curb	Total PCI	Grade	Route	Miles	Feet	Est \$139 Per Ft	Surface Type	Year to Pave
Baytowne Dr	1	70	80	72	C	1	0.27	1425.6	\$ 198,158.40	AAC	
Greenhaven Ct	1	50	60	52	D	6	0.16	844.8	\$ 117,427.20	APC	
Hermes Dr	1	50	50	50	D	1	0.25	1320	\$ 183,480.00	AC	
King James Ct	1	60	70	62	D	1	0.14	739.2	\$ 102,748.80	AC	
McGill Ln	2	110	50	49	F	2	0.31	513	\$ 71,307.00	APC	Regal To End
Quaker Ct	1	50	40	48	F	6	0.1	528	\$ 73,392.00	AAC	
Regal Ln	3	210	230	71	C	2	0.56	750	\$ 104,250.00	AC	North End
Renetta Dr	1	50	60	52	D	2	0.11	580.8	\$ 80,731.20	APC	
Swissvale CT	1	40	40	40	F	6	0.1	528	\$ 73,392.00	AC	
Jodylynn Ct	1	40	40	40	F	4	0.08	422.4	\$ 58,713.60	APC	2021
Merrittview Ln	1	30	40	32	F	4	0.29	1531.2	\$ 212,836.80	APC	2021
2023 Road Program											
Total	1,384,173.12						1.64	8,659.20	1,203,628.80	Contingency	\$180,544.32
STREET	Sections	Asphalt	Curb	Total PCI	Grade	Route	Miles	Feet	Est \$139 Per Ft	Surface Type	Year to Pave
Greenhaven Ct	1	50	60	52	D	6	0.16	844.8	\$117,427.20	APC	
Greenridge Dr	1	30	90	42	F	6	0.31	1636.8	\$227,515.20	AC	
Haverknoll Dr	1	40	50	42	F	6	0.37	1939	\$269,521.00	AC	
Tripoli Dr	1	50	60	52	D	2	0.37	1932	\$268,548.00	AC	
Westerly Dr	1	40	80	48	F	6	0.43	2270.4	\$315,585.60	AAC	
2024 Road Program											
Total	1,350,412.80						1.6	8,448.00	1,174,272.00	Contingency	\$176,140.80
STREET	Sections	Asphalt	Curb	Total PCI	Grade	Route	Miles	Feet	Est \$139 Per Ft	Surface Type	Year to Pave
Butterwick Dr	1	40	50	42	F	4	0.27	1425.6	\$198,158.40	AC	
Deerhollow Dr	1	50	70	54	D	7	0.39	2059.2	\$286,228.80	APC	
Klondike Ct	1	40	60	44	F	4	0.08	422.4	\$58,713.60	AAC	
Penarth Dr	1	40	40	40	F	4	0.25	1320	\$183,480.00	APC	
Wheatfield Dr	5	220	280	46	F	3	0.42	2217.6	\$308,246.40	AAC	
Willowspring Ct	1	60	70	62	D	6	0.19	1003.2	\$139,444.80	AAC	
2025 Road Program											
Total	\$1,223,811.60						1.45	7,656.00	\$1,064,184.00	Contingency	\$159,627.60
STREET	Sections	Asphalt	Curb	Total PCI	Grade	Route	Miles	Feet	Est \$139 Per Ft	Surface Type	Year to Pave
Autumnridge Dr	1	30	50	34	F	6	0.2	1056	\$146,784.00	APC	
Indianwoods Dr	1	30	60	36	F	8	0.23	1214.4	\$168,801.60	AAC	
Spalding Dr	1	40	60	44	F	6	0.42	2217.6	\$308,246.40	AC	
Trelawney Ct	1	50	50	50	D	2	0.11	580.8	\$80,731.20	AAC	
Windon Dr	2	80	130	45	F	6	0.49	2587.2	\$359,620.80	AAC	
2026 Road Program											
Total	1,806,177.12						2.14	11,299.20	1,570,588.80	Contingency	\$235,588.32
STREET	Sections	Asphalt	Curb	Total PCI	Grade	Route	Miles	Feet	Est \$139 Per Ft	Surface Type	Year to Pave
Amarillo Ct	1	20	30	22	F-	4	0.09	475.2	\$66,052.80	AC	
Springlen Ct	1	20	30	22	F-	5	0.03	158.4	\$22,017.60	AAC	
Hollyridge Ct	1	20	50	26	F	5	0.06	316.8	\$44,035.20	AAC	
Spiritridge Ln *	1	30	0	30	F	7	0.28	1478.4	\$205,497.60	AAC	Scip
Snowflake Ln	1	30	40	32	F	5	0.28	1478.4	\$205,497.60	AC	
Chippenham Ct	1	30	50	34	F	4	0.14	739.2	\$102,748.80	APC	2021
Fulbourne Dr	1	30	50	34	F	4	0.4	2112	\$293,568.00	AAC	2021
Glenknoll Ct	1	30	50	34	F	5	0.09	475.2	\$66,052.80	AC	
Hawkhurst Dr	1	30	50	34	F	4	0.34	1795.2	\$249,532.80	AAC	2021
Hollybrook Ct	1	40	20	36	F	2	0.14	739.2	\$102,748.80	AAC	
Planet Dr	2	70	80	36	F	2	0.29	1531.2	\$212,836.80	AAC	

Legend

- 2022 Roads
- 2023 Roads
- 2024 Roads
- 2025 Roads
- 2026 Roads
- Colerain Streets
- Colerain Township Boundary



PUBLIC SERVICES

Department: Public Services

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

Strategic Plan Goal: Strategic Goal #2: Engage the New Economy with Green Initiatives

Motion to Award Street Tree Bid Award to Jeffrey Allen Corporation in the amount of \$39,145

Recommend ADOPTION of the Motion.

Rationale:

As part of a 2021 Green Initiative, street trees are being planted on Niagara St. This project is financed by CBDG and grant funds. The bid documents cover the cost of the trees, labor for planting, and provide a one-year warranty. Two bids were received and the Township is recommending selection of the low bidder (Jeff Allen Corp.):

- \$46,080: Dailey's Lawn & Landscaping
- \$39,145: Jeffrey Allen Corporation

Colerain Township Tree Planting Project

BID PRICING SHEET

Bid due by 12:00pm on October 1, 2021 via email to joconnell@colerain.org.

All work must be completed by December 31, 2021

Tree Species – 2"-2.5" *	Qty	Unit Cost	Extended Cost
<i>Acer x freemanii</i> , Freeman Maple - 'Autumn Blaze', 'Celebration' 'Sienna Glen' or equivalent	10	430.00	4,300.00
<i>Quercus bicolor</i> , Swamp White Oak	10	445.00	4,450.00
<i>Ulmus parvifolia</i> , Lacebark Elm or <i>Ulmus americana</i> - Resistant cultivars	10	453.00	4,530.00
<i>Zelkova serrata</i> , Japanese Zelkova - 'Green Vase', 'Village Green'	10	447.50	4,475.00
<i>Syringa reticulata</i> , Japanese Tree Lilac - 'Ivory Silk' and/or <i>Syringa pekinensis</i> , Peking Lilac - 'China Snow'	10	445.00	4,450.00
<i>Amelanchier</i> , Serviceberry - (tree form)	10	445.00	4,450.00
<i>Cornus kousa</i> , Kousa Dogwood var. <i>chinensis</i> - 'Milky Way' or <i>Cornus mas</i>	10	364.50	3,645.00
<i>Acer ginnala</i> , Amur maple	10	428.50	4,285.00

* Substitutions in species and cultivar and/or quantity must be approved by the Township or its agent.

Tree Cost (Includes Planting, Finishing & One (1) Year Guarantee) \$ 34,585.00

One (1) Year Watering & Maintenance \$ 47.50 ea. x 96 trees = \$ 4,560.00

Total Bid \$ 39,145.00

Vendor

Jeffrey Allen Corp.

Contact

Jeff Brener

Title

President

Address

3662 Poole Rd. Antioch Ohio 45251

Phone

513-385-8855

Email

jeff@jeffreyallen.com use net

Colerain Township Tree Planting Project

BID PRICING SHEET

Bid due by 12:00pm on October 1, 2021 via email to joconnell@colerain.org.

All work must be completed by December 31, 2021

Tree Species – 2"-2.5" *	Qty	Unit Cost	Extended Cost
<i>Acer x freemanii</i> , Freeman Maple - 'Autumn Blaze', 'Celebration' 'Sienna Glen' or equivalent	10	\$370.00	\$3700.00
<i>Quercus bicolor</i> , Swamp White Oak	10	\$395.00	\$3950.00
<i>Ulmus parvifolia</i> , Lacebark Elm or <i>Ulmus americana</i> - Resistant cultivars	10	\$400.00	\$4000.00
<i>Zelkova serrata</i> , Japanese Zelkova - 'Green Vase', 'Village Green'	10	\$393.00	\$3930.00
<i>Syringa reticulata</i> , Japanese Tree Lilac - 'Ivory Silk' and/or <i>Syringa pekinensis</i> , Peking Lilac - 'China Snow'	10	\$380.00	\$3800.00
<i>Amelanchier</i> , Serviceberry - (tree form)	10	\$375.00	\$3750.00
<i>Cornus kousa</i> , Kousa Dogwood var. <i>chinensis</i> - 'Milky Way' or <i>Cornus mas</i>	10	\$385.00	\$3850.00
<i>Acer ginnata</i> , Amur maple	10	\$355.00	\$3550.00

* Substitutions in species and cultivar and/or quantity must be approved by the Township or its agent.

Tree Cost (Includes Planting, Finishing & One (1) Year Guarantee) \$ 30,530.00

One (1) Year Watering & Maintenance \$ _____ ea. x 96 trees = \$ 15,550.00

Total Bid \$ 46,080.00

Vendor Dailey's Lawn & Landscaping

Contact Patrick Dailey Title Accts. Mgr.

Address 944 Pruden Ave., Dayton, Ohio, 45403

Phone (937) 304-4676 Email office@daileyslawnandlandscaping.com

PUBLIC SERVICES

Department: Public Services

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

Strategic Plan Goal: Strategic Goal #6: Continuously Improve the Operations of the Township

Resolution Authorizing The Administrator To Prepare And Submit An Application To Participate In The Ohio Public Works Commissions State Capital Improvement And Local Transportation Improvement Programs
Recommend ADOPTION of the Resolution.

Rationale:

The State Capital Improvement Program and Local Transportation Improvement Program provides financial assistance to political subdivisions for capital improvements to public infrastructure. Hamilton County is submitting an application with Colerain Township to make capital improvements to roadways within the Township, including East Miami River Road. These infrastructure improvements are considered to be a priority need for the Township and constitute a qualified project under the Ohio Public Works Commission (OPWC) programs.

The County is requesting a 50% match of the project budget. Awards are expected to be announced July 2022 and available for the State's FY 2023. Colerain Township is not financially obligated to participate in these projects.

**RESOLUTION AUTHORIZING THE ADMINISTRATOR TO PREPARE AND SUBMIT
AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS
COMMISSIONS STATE CAPITAL IMPROVEMENT AND LOCAL
TRANSPORTATION IMPROVEMENT PROGRAMS**

WHEREAS, the State Capital Improvement Program and Local Transportation Improvement Program provide financial assistance to political subdivisions for capital improvements to public infrastructure; and

WHEREAS, Hamilton County is planning to make capital improvements to certain roadways within the Township, including but not necessarily limited to East Miami River Road

WHEREAS, said infrastructure improvements are considered to be a priority need for the Township and constitute a qualified project under the Ohio Public Works Commission (OPWC) programs; and

WHEREAS, Colerain Township's participation in the OPWC programs includes an application for grant funds and other financial assistance including but not limited to loans; and

WHEREAS, the Administration of Public Services and Sewers Committee met to consider participation in the OPWC programs and application for grants and other financial assistance, and recommend approval to the Board.

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

1. That the Board hereby authorizes and directs the Administrator to work with the Hamilton County Engineers to apply to the OPWC State Capital Improvement Program and Local Transportation Improvement Program for grant funds and other financial assistance, including but not limited to loans, to assist the Township in performing roadway improvements.
2. That the Administrator is hereby authorized to enter into any agreements as may be necessary and appropriate for obtaining financial assistance pertaining to the OPWC programs and other financial assistance such as loans to fund street improvements.
3. That it is hereby found and determined that all formal actions of this Board concerning and relating to passage of the 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.
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. Rajagopal _____ Mr. Unger _____ and Mr. Wahlert _____

ADOPTED this _____ day of October, 2021.

BOARD OF TRUSTEES:

Raj Rajagopal, Trustee

Dan Unger, 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 Sollmann (0081467)
Colerain Township Assistant 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 October, 2021.

Jeff Baker
Colerain Township Fiscal Officer

OLD BUSINESS

Department: Administration

Department Director: Jeff McElravy, Finance Director

Strategic Plan Goal: Strategic Goal #4: Manage the Township's Finances Responsibly While Improving Financial Policies and Processes

Resolution Updating and Adopting Financial Policies for Colerain Township

Recommend ADOPTION of the Resolution.

Rationale:

Over the past several months, staff of the Finance Department has been working on updating and drafting several key policies. All of these policies were developed based on best practices, guidance from the Auditor of State, and coincide with existing Township practices. These policies also align with language found in previous financial documents, including the previously adopted Strategic Plan and Budget Book. All of these policies are recommended to be adopted by the Government Finance Officer's Association. Below is a list of policies that have been updated or are newly drafted for consideration:

- Purchasing Card Policy - Update
- Budget and Revenue Policy - New
- Cash Policy - New
- Credit Card Acceptance Policy - New
- Debt Policy - New
- Fraud Policy - New
- Investment Policy - New
- Uniform Guidance Policy - New
- Fund Balance Policy - New

Staff brought these items forward as a first reading to solicit feedback from the Trustees on the drafted policies at the 10/5/2021 Board of Trustee meeting. Changes as identified from that meeting have been incorporated.

The Board of Trustees of Colerain Township, County of Hamilton, State of Ohio,
met in regular session at ____ p.m., on the ____ day of _____, 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 FINANCIAL POLICIES

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

WHEREAS, Administration and all departments intend on following the direction set by
the Trustees; and;

WHEREAS, the attached policies were drafted based on best practices and includes the
perspective of internal departments; and;

WHEREAS, attached to this resolution are the following policies for adoption:

- Purchasing Card Policy - Update
- Budget and Revenue Policy
- Cash Policy
- Credit Card Acceptance Policy
- Debt Policy
- Fraud Policy
- Investment Policy
- Uniform Guidance Policy
- Fund Balance Policy

WHEREAS, these policies will supersede all previous versions of any previously
adopted policies.

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

1. The attached Policies 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 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 _____, 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)
Scott Sollmann
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 _____ day of _____, 2021.

Jeff Baker
Colerain Township Fiscal Officer

2.1 COLERAIN TOWNSHIP PURCHASING CARD POLICY

PURPOSE

Colerain Township utilizes purchasing cards to operate more efficiently and allow staff to purchase goods and services from vendors who only accept electronic payment. This policy is constructed to comply with Ohio Revised Code (ORC) Section 9.21 - 9.22, and ORC Section 505.64. Purchasing cards are not intended to be utilized to avoid traditional purchasing procedures.

PURCHASING CARD ISSUANCE

Every purchasing card issued by Colerain Township shall contain the name “Colerain Township” embossed or imprinted on the face of the Card. In addition, each card shall specify the Department to which the card has been assigned, in order to assist in monthly expense tracking and reconciliation.

The following purchasing cards shall exist:

1. Colerain Township Administration Dept
2. Colerain Township Cincinnati Bell
3. Colerain Township Emergency All
4. Colerain Township Community Center
5. Colerain Township Duke Energy
6. Colerain Township Fire Dept Admin
7. Colerain Township Fire Dept Operations
8. Colerain Township Fleet Maintenance
9. Colerain Township GCWW
10. Colerain Township Parks Dept
11. Colerain Township Police Dept Admin
12. Colerain Township Police Dept
13. Colerain Township Roads Dept
14. Colerain Township Rumpke Public Services

Nothing contained in this section shall prevent the addition, deletion, or modification of the designated and specified purchasing card accounts by the Fiscal Officer of the Township or their designee.

If multiple cards are required for a department, the department head may request additional purchasing cards, which may be approved at the discretion of the Finance Director. Duplicate cards shall be maintained in the same manner as described in this policy.

AUTHORIZED USERS

The following employees (“Authorized Users”) shall be specifically authorized to utilize, or cause to be utilized, a Colerain Township-issued purchasing card account:

1. Township Administrator
2. Assistant Township Administrator

3. Finance Director
4. Township Department Heads
5. Township Supervisory or Administrative Staff, including, but not limited to, the following:
 - a. Police Lieutenants,
 - b. Parks Supervisor
 - c. Roads Supervisor

Assistant Fire Chiefs, Any of the Authorized Users stated within this section shall be further authorized to approve, appoint, nominate, or otherwise cause the use of a Colerain Township-issued purchasing card by an employee, provided that prior authorization is granted by the Authorized User. Such authorization is to be written via the attached Employee Acknowledgement form.

The Finance Department shall be responsible for collecting and reconciling all charges with proper itemized receipts to the monthly statement and bank activity each month.

PROCESS AND RESPONSIBILITIES

1. Authorized User
 - a. The Authorized User, appointee, employee, or designee shall have the following responsibilities regarding the use of Purchasing cards:
 - i. Make purchases according to the requirements established in this policy and the Township purchasing policy; Prior to using the Purchasing card, the Authorized User must sign out the card from the Finance Department, and at that time provide the name of the vendor and the number of the purchase order or blanket certificate that authorizes the purchase.
 - ii. Ensure that sales tax is not applied to the purchase by furnishing the state sales tax exemption form provided by Fiscal Office;
 - iii.
 - i. Upon completing the purchase, the Authorized User shall return the card to the Finance Department, promptly, along with all receipts. The Authorized User may choose to scan receipts, or send pictures of receipts, to pcards@colerain.org.
 - ii. Accountability for all transactions made against the card while in possession of purchasing card;
 - iii. ;
 - iv. Safeguard the purchasing card and keeping the account number confidential;
 - v. Use the purchasing card for Colerain Township business only;
 - vi. Resolving disputed charges with the merchant and/or lending institution (also referred to as "Card Issuer");
 - vii. Return merchandise to the merchant when it is incorrect or no longer needed;
 - viii. A lost or stolen card should be reported immediately by telephone to PNC Bank Customer Service at 1(800) 685-4039; and to the Finance Director;
2. Purchasing card Department Head
 - a. The Department Head, shall have the following responsibilities regarding the use of Purchasing cards:
 - i. Manage the appointment of designees;
 - ii. Request the issuance and approval of purchasing cards, where applicable, from the Fiscal Office in writing;
 - iii. Approve specific expenditures and verify the intended purpose;

- iv. Ensure that charges made using the purchasing card are appropriate;
- v. Ensure that each expense is documented with an itemized receipt;
- vi.
- vii. Initiate disciplinary action when necessary;
- viii.
- ix. Report unauthorized use or charges of the purchasing card to the Finance Director at the earliest possible opportunity;
- x. Work with Authorized Users, to reconcile errors and billing disputes once the Authorized User has exhausted other avenues for resolution (Merchant, Card Issuer);
- xi. Request written authorization from Fiscal Officer if anticipated purchase(s) will exceed the established per diem purchasing card limit or monthly purchasing card limit.

3. Fiscal Office (or Designee)

- i. The Township Fiscal Officer, or their designee, shall have the following responsibilities regarding the use of purchasing cards: Manage the distribution of purchasing cards to Authorized Users, including the maintenance of a log documenting Purchasing card use. The log shall show the name of the Authorized User, the date the card was signed out, the vendor, the purchase order or blanket certificate number, and the date the card and receipts were returned to the Fiscal Office. Manage the approval and issuance of purchasing cards in writing, upon receipt of such request in writing from a Department Head, consistent with this Policy;
- ii. Coordinate dispute resolution process in consultation with Department Heads and the Card Issuer;
- iii. Complete the reconciliation of monthly purchasing card statement with the bank activity statement and all receipts;
- iv. Maintain records of all purchasing card requests, credit limits, and purchasing controls for each card;
- v. Update the purchasing card policy/procedure as needed, in consultation with the Township Administrator and/or Board of Trustees,
- vi. Monitor/follow up to ensure that no future charges are incurred on an account where the card has been reported as lost or stolen
- vii. Review and approve of exceptions to the standard, daily, or monthly credit limits, provided such requests are received, and approved in writing;
- viii. Review and grant approval for standard, daily and monthly credit limits;
- ix. Ensure that accurate documentation is provided to, and received from, the Card Issuer.

CONTROL AND INVENTORY

The Finance Director shall maintain an inventory and centralized possession of all purchasing cards until such time that a card is assigned to an Authorized User, to complete specified purchase or purchases. There shall be one emergency purchasing card stored in the Police Department safe for authorized use in an emergency or when the Administration office is closed. A sign out sheet will accompany this card and

the Department utilizing this card will be responsible for notifying the Finance Department of use of the Emergency Card through an emailed copy of the receipt.

RECURRING EXPENSES AND “VIRTUAL” PURCHASING

1.

For monthly recurring billed Township expenditures where purchasing card information is stored by a third-party vendor, including, but not limited to, monthly periodical subscriptions, facilities rental charges or expenses, or other similar expenses, the Authorized User, shall not be required to obtain the card from the Fiscal Office for each month that a recurring expense is billed, provided that the recurring expenditure is reconciled by the Department Head for each month that the expense is billed, consistent with the requirements stated elsewhere within this Policy. Existing and recurring expenditures in place at the time of the adoption of this Policy shall be deemed as having received prior approval.

In lieu of obtaining a physical purchasing card from the Fiscal Office, an Authorized User, appointee, employee, or designee may request, in writing (written or email), that the Fiscal Officer or their designee issue a virtual purchasing card for a specific purchase or purchases. Such request shall detail the vendor, purpose of expense(s), and the maximum dollar amount of the purchase.

The Fiscal Officer, or their designee shall review the request for virtual card issuance and may issue, the virtual purchasing card to the requesting party, provided such issuance is provided in writing.

AUTHORIZED EXPENSES

The following is a partial, non-exhaustive listing of typical authorized Colerain Township-related purchases that can be made using a purchasing card:

1. Office supplies;
2. Computer supplies;
3. Computer software;
4. Travel expenses for township business, including parking;
5. Registration fees for township-sponsored events, training, or continuing education classes, excluding tuition for courses accumulating academic credit in pursuit of a degree or certificate;
6. Professional memberships, licenses, certifications, or accreditations associated with Township duties or responsibilities;
7. Monthly, quarterly, or yearly billed services, subscriptions, or facilities rentals or equipment rentals with third-party vendors who allow the use of a purchasing card for automated or recurring billing purposes;
8. Purchase of supplies or equipment where an emergency, location, vendor location, or other mitigating circumstances otherwise prevents traditional purchasing methods being utilized, provided such expenses are approved by the Department Head and/or Township Administrator on a “case-by-case” basis, such approval may be written or verbal.

If the Authorized User, is uncertain that the Township purchasing card is the correct purchasing tool to be used, he/she must contact the Department Head and/or Finance Director for additional clarification before making the purchase.

UNAUTHORIZED EXPENSES

The Colerain Township Purchasing card, as applicable, shall not be utilized for the purchase of any of the following types of goods, services, or items:

1. Personal purchases;
2. Cash advances;
3. Gift Cards;
4. Training, seminars, or professional fees that are not approved and otherwise not associated with Township business;
5. Computer rentals not otherwise associated with travel or business-based technology requirements (projector rental, etc.);
6. Contractual Services agreements otherwise requiring review and approval of contract documents, unless otherwise specifically approved in writing by the Fiscal Officer;
7. Tuition for the accumulation of academic credit in pursuit of matriculation or otherwise resulting in the awarding of any advanced degree or certificate at any college or university, or other similar institution of higher learning, without prior written authorization from the Township Administrator;
8. Alcoholic beverages;
9. Entertainment or recreational activities without prior approval of the Administrator or Board of Trustees;
10. Any purchase that exceeds the spending limits authorized to the user by the Board of Trustees;
11. Any other purchases made without prior approval and authorization by the Department Head and/or Township Administrator, as applicable.

SPENDING LIMITS

The following spending limits shall be established for all Colerain Township purchasing card accounts, unless otherwise noted:

1. Per Diem Limit
 - a. The maximum daily ("per diem") limit for any single purchase or transaction shall not exceed \$5,000.00 per day, per transaction unless otherwise specifically approved in writing by the Township Fiscal Officer.
 - b. .
2. Monthly Limit
 - a. The Monthly Purchase Limit for each Department-Issued purchasing card shall not exceed \$10,000.00, unless otherwise specifically approved in writing by the Township Fiscal Officer.
3. Exclusions
 - a. The monthly and per diem limits will not apply to any vendor specific purchasing cards. For example, the card used to pay the monthly electricity bill will not be subject to the limit.

GENERAL RULES

Authorized Users, shall be required to adhere to the following rules when utilizing purchasing cards :

1. Single Transaction Required
 - a. The total value of any single transaction shall not exceed the per diem purchase limit defined in this Policy unless otherwise authorized pursuant to the Spending Limits section of this Policy. Splitting of a payment into multiple transactions to stay within the single purchase per diem limit is prohibited. A purchase cannot be made unless a blanket certificate or purchase order currently exists for the item.
2. Identification Required
 - a. The Authorized User shall present proper identification at the time of purchase, if applicable, identifying him/herself as a Colerain Township employee or representative, and to ensure that any pre-negotiated or promotional pricing is secured.
3. No Cash Back
 - a. No cash back for returns shall be permitted. All returns shall be demonstrated as a credit to the card amount and shall be documented with the appropriate itemized receipt.
4. Sales Tax Exemption Required
 - a. It shall be the primary responsibility of the Authorized User, to ensure that the required sales tax exemption forms are provided at the point of sale to the vendor, and that no sales tax is charged at the point of sale. Sales tax exemption forms shall be obtained from the Fiscal Office prior to purchasing.
5. Itemized Transaction Receipt
 - a. The Authorized User, appointee, employee, or designee shall be responsible for obtaining an itemized receipt at the time of purchase, with sufficient detail to indicate the item or items purchased and the aggregate cost charged to the card. Failure to obtain a receipt shall be a violation of this Policy. The Authorized User,

RECEIVING AND RETURNING MERCHANDISE

An Authorized User, appointee, employee, or designee shall observe the following process when receiving merchandise purchased utilizing a purchasing card:

1. Upon receipt, the Authorized User, must verify that the shipment is correct. If it is not correct, the Authorized User, should notify the merchant directly for resolution, and shall further confirm the status of the order with the Department Head.
2. Retain the merchant's original itemized sales/credit receipt and submit to the Department Head responsible for final authorization and reconciliation of the monthly purchasing card statement.

An Authorized User shall observe the following process when returning merchandise:

1. Contact the merchant for return procedures and to determine if any restocking fee, return shipping fee, or other applicable fees will be charged. Such fees must be documented in writing.
2. The Authorized User should pack the merchandise securely (original packing materials are preferable). If adequate packing materials are unavailable, an additional charge may be assessed.
3. Label the package according to the instructions given by the merchant.
4. Retain a copy of any documentation sent to the merchant.

5. All refund receipts and/or documentation must be submitted to the Department Head responsible for final authorization and reconciliation of the monthly purchasing card statement.

Depending on the value of the merchandise being returned, it may be necessary to place additional insurance on the package beyond the carrier's routine insured value. Any such charge should be noted on the itemized receipt.

LOST RECEIPTS

The Authorized User is responsible for furnishing itemized receipts for all purchases made utilizing the purchasing card. Should a receipt be lost, the authorized user will be responsible for obtaining a duplicate receipt. If the Authorized User is unable to secure a duplicate receipt, he or she must provide a written memo to the Finance Director detailed the content of the receipt and recognizing the loss of the receipt. Authorized Users who lose receipts may be subject to progressive discipline and the purchasing card may be cancelled.

PAYMENT

The Colerain Township Finance Director or their designee will make one payment monthly to the Card Issuer for the total amount due. Disputed items will be demonstrated as a credit on the following monthly statement.

DISPUTED TRANSACTIONS

An incorrect, unrecognized, or questioned transaction may be disputed. If a transaction needs to be placed in dispute, the Finance Department will be responsible for initiating the dispute during the process of completing the monthly reconciliation for submittal to the Fiscal Office.

1. When the Finance Department initiates a dispute, the Finance Department shall complete the following steps, in consultation with the Fiscal Office:
 - a. Complete a written report detailing the disputed claim in the form acceptable to the Card Issuer.
 - b. The Finance Department may conduct or may otherwise request an investigation into the disputed charge, in order to meet reporting requirements for disputing a transaction.
 - c. The Finance Department shall send a completed report and any results of any subsequent investigation to the Township Administrator and/or Fiscal Office for review.
 - d. The Fiscal Office may coordinate the investigation or processing of a disputed transaction with the Card Issuer and the Department Head, as applicable. The Finance Department shall be responsible for verifying the refunded amount on the applicable statement or statements thereafter and upon conclusion of the investigation into the disputed transaction. In the event that a disputed transaction is not successfully resolved, such event shall be reported to the Township Administrator.
 - e. The Card Issuer may conduct a separate investigation regarding the disputed transaction. While the investigation is ongoing, a temporary reversal of the transaction (charge or credit, as appropriate) may be issued to the applicable account. Upon completion of the investigation, the Cardholder is notified of the resolution. If the dispute is not settled in the Cardholder's favor, the transaction will be re-posted to the Cardholder's account.

UNAUTHORIZED PURCHASES

An Authorized User, appointee, employee, or designee who makes unauthorized purchases or intentionally misuses the credit card will be personally liable for the total dollar amount of such unauthorized purchases, plus any administrative fees charged by the Bank in connection with the misuse. The Authorized User, appointee, employee, or designee will also be subject to disciplinary action up to and including termination, as well as criminal prosecution for theft in office.

LOST OR STOLEN CARDS

If a purchasing card is lost or stolen, the Authorized User responsible for the lost card shall report the lost or stolen card to their Department Head and/or the Finance Director in a timely manner. Failure to report the loss of a Purchasing card may result in disciplinary action. The Finance Director shall then contact the lending institution immediately at the contact number provided for the Card Issuer. The Fiscal Officer or Finance Director shall be authorized to request that lost or stolen cards be reissued or replaced on an “as needed” basis.

TERMINATION OF CARDS

The purchasing card is the property of lending institution; therefore, at termination it must be surrendered to the Township Finance Director, to be destroyed. If applicable the account will be closed. A final, approved reconciliation and supporting receipts should also accompany the card.

Colerain Township
PNC Purchasing Card
Usage Agreement

Your participation in the Visa Purchasing Program is a convenience that carries responsibilities. This card is not an entitlement nor reflective of your position. You have been assigned as an authorized user, and it is your responsibility to consider this company property and it should be used with good judgement.

I, _____, hereby acknowledge that I have received a copy of the *Colerain Township Purchasing Card Policy*, and understand the provisions set forth therein. Further, I understand the consequences of failure to follow the provisions set forth within this document, including being subject to disciplinary procedures set forth within the *Personnel Policy Manual of Colerain Township, Hamilton County, Ohio* as amended.

I further acknowledge and agree that I understand that the intentional misuse of a Purchasing Card for unauthorized and/or personal expenditures will result in my being held personally liable for the total dollar amount of such unauthorized purchases, plus any administrative fees charged by the Bank in connection with the misuse. I understand that this card is for business-related purchases only. I also understand and acknowledge that I will be subject to disciplinary action up to and including termination, as well as criminal prosecution for theft in office.

Your signature below verifies that you understand the Visa Purchasing Program guidelines outlined below and the Purchasing Policy set before you; and that you agree to comply with them both.

Signature

Date

Print Name

Department/Position

Department Head Signature of Authorization

Approved by Director of Finance

2.6 COLERAIN TOWNSHIP BUDGET, REVENUE, AND EXPENSE POLICY

PURPOSE

This policy will establish the parameters for achieving and maintaining a structural balance for Colerain Township. To be structurally balanced, recurring revenues should be equal to recurring expenditures in the adopted budget. The Township strives to have a balanced long term general fund operating budget and to maintain a balanced total operating budget. Colerain Township will strategically use available fund balance for capital and other one-time expenses as necessary.

APPROPRIATION AUTHORITY

A budget shall be adopted by the Trustees annually. Only the Board of Trustees may increase or decrease fund level appropriations. Individual line items can be adjusted by the Finance Director, as long as the total does not exceed appropriations for any fund. The fiscal year for the Township runs concurrent with the calendar year.

EXPENDITURES

All expenditures must follow the Township's purchasing policy. Expenses should be made from appropriations set by the Board of Township Trustees for each fund and must comply with all restrictions for each Fund.

Recurring expenditures will appear in the budget each year. Salaries, benefits, materials and services, and asset maintenance costs are common examples of recurring expenditures. Capital purchases are not considered to be recurring expenses because although some capital assets may be acquired every year, they are not the same assets year after year.

REVENUE

As part of the budget development process, revenue estimates will be prepared. These estimates are not formally adopted by the Board of Township Trustees.

To balance the budget, appropriations cannot exceed the total of any carryover fund balances and estimated revenue for each Fund. The Township will not artificially inflate revenues to achieve a balanced budget. Recurring revenues are revenues that can reasonably be expected to continue year to year, with some degree of predictability. Property taxes are an example of recurring revenue. A settlement from a lawsuit is a good example of non-recurring revenue, which will only be included in the year that it is expected to be received.

Revenues are deposited into the appropriate fund based on their source. They are also categorized and posted to the appropriate budgetary line per guidance of the state of Ohio and Auditor of State.

BUDGET DEVELOPMENT

Colerain Township's budget shall be developed according to the policy direction provided by the Board of Township Trustees. Per the Ohio Revised Code, the budget will be developed in three phases: Tax Budget, Temporary Appropriations, and Final Appropriations.

- Tax Budget
 - Each year in June or July, the Township prepares a Tax budget for the next fiscal year. The purpose of the tax budget is to inform the County Budget Commission as to the revenues that are anticipated from the voted tax levies for the following year. The tax budget identifies how much money is expected from local, state, and federal sources, the anticipated carryover fund balances, and how much is needed to carry out governmental functions in the next calendar year. After a public hearing on the Tax Budget, it is submitted to the County Budget Commission for approval.
- Temporary Appropriations
 - Temporary appropriations establish an estimated expenditure level for all Township Funds. Prior to the adoption of Temporary Appropriations, the Township will solicit input from the community through a variety of engagement strategies. This community feedback, coupled with direction from the Board of Township Trustees will help to establish funding levels for personnel, programs, and services for the following year.
 - These are required to be adopted and approved by the Board of Trustees by December 31st of each year.
- Permanent Appropriations
 - Three months into the new year, the Township reviews how revenues and expenditures are tracking compared to budget and may trending and make adjustments to the Temporary Appropriations.
 - Final Appropriations are required to be adopted by March 31st of each year.

BUDGET MONITORING & MID YEAR BUDGET ADJUSTMENTS

The Township will continually monitor the budget throughout the year to determine if revenues or appropriations need to be adjusted. The Director of Finance and their staff will compare budgeted figures against actual collections, factoring for programmatic and service delivery adjustments. These numbers will be reviewed at the close of each month and made available to the public online.

If significant deviations are found, staff will begin an internal analysis to determine the route of the problem. Staff will first attempt to address the variance without adjusting the budget. This may include discussion of operational improvements, programmatic changes, or other measures. To the extent that the issue cannot be resolved at this step, staff create the issue by bring forward a mid-year budget adjustment for consideration by the Board of Trustees.

Mid-year appropriation adjustments will be brought before the Board of Township Trustees by resolution. This resolution will list the aggregate new total appropriation under consideration for all Township funds. Staff will prepare and attach a transmittal letter or memorandum to the resolution that explains the need for the mid-year adjustments.

CERTIFICATE OF ESTIMATED RESOURCES

The Certificate of Estimated Resources demonstrates that existing fund balances, combined with anticipated revenue, are sufficient to meet current appropriations.. The Certificate of Estimated Resources is submitted to the county auditor and approved by the County Budget Commission.

The Township will utilize best efforts to file a new Certificate of Estimated Resources after each significant change in estimated resources or any change in appropriations. The Township should also file an updated certificate prior to the close of the fiscal year.

2.7 COLERAIN TOWNSHIP CASH HANDLING POLICY

PURPOSE

Anyone who handles cash has the responsibility to receive and process it according to this policy and all developed internal procedures. This policy shall serve as a minimum basis for all cash handling and any developed procedure that is more restrictive will take precedence. In order to minimize cash handling, the acceptance of debit and credit cards is encouraged where technically feasible; and electronic funds transfers (ACH and wire transfers) should be used whenever possible for all non-point-of-sale and non-point-of-service payments to the Township.

It is the expectation that each department that handles cash will establish and document a Departmental Cash Handling Procedure that meets the minimum standards of this policy.

GENERAL PRACTICES

All departments shall deposit Cash as promptly as possible. At a minimum, Cash should be deposited at least weekly. All employees who handle cash should safeguard all cash assets against any potential loss, theft, or misappropriation, to the best of their abilities. Physical security of the cash should be emphasized to each employee that may handle cash.

In order to promote a safe work environment, the department should restrict access to cash to as few people as possible. Cash should be locked in a secure, non-public location and only authorized personnel shall have access to those locked areas. The Township will ensure that cameras are present and able to capture footage of cash handling in each of the cash handling areas.

Employees can contact the Colerain Township Police Department to request an officer escort when transporting currency. This is not required. However, it is recommended if an employee is transporting more than \$1,000 in cash.

Colerain Township will only accept exact change for payment purposes. This is to prevent the need for petty cash.

INTERNAL CONTROLS

Establishing the appropriate level of internal controls and documentation procedures for handling cash will ensure the good stewardship of all cash assets and minimize the risk of loss. Before undertaking any new cash handling operation or activity, the department head should seek approval and guidance from the Township Administrator and Finance Department. At a minimum, receipts will be required for each transaction and should be reconciled weekly.

Any department that handles cash shall segregate various cash handling duties between two or more individuals, in order to minimize the potential for mistakes or misuse of cash. The duties to separate

may include cash receipt, documentation, deposits, and reconciliation of records. Under no circumstance, should one employee be responsible for all of these duties.

2.8 COLERAIN TOWNSHIP CREDIT CARD ACCEPTANCE POLICY

GUIDELINES

The Board of Trustees of Colerain Township authorizes the acceptance of Visa, MasterCard and Discover credit and debit cards as a payment option for the collection of fees related to events, rentals, memberships, bid specification packets, zoning permits, right-of-way permits, and such other services as the Township Administrator shall from time to time deem appropriate. American Express cards are not accepted.

Cardholders may present their card to be swiped at the terminal, they may provide their card information over the telephone, or they may provide their information online. A transaction record (data sheet) for recording information received over the phone must be completed. No credit or debit card will be accepted without this administrative fee being charged.

Credit Cards must not be swiped more than two times consecutively. If the card is declined, explain to the cardholder that they must present another credit card or form of acceptable payment. There are no exceptions to this; if the credit card is swiped more than two consecutive times, the Township will have to pay a fee.

Two receipts will be printed from the credit card terminal. The cardholder, if present should sign the merchant copy receipt. The cardholder is to receive the customer copy receipt for their records. If the charge was processed over the telephone, the merchant copy receipt should be attached to the telephone transaction record. If the cardholder requests, the customer copy receipt can be provided to them via pickup.

Daily, all credit card sales should be listed on the pay-in form with the merchant receipts and if applicable the transaction records attached. The pay-in form should be submitted weekly to the Finance Department by the end of each business week. Each department shall designate one person who is responsible for maintaining the transaction form and delivering the form to the Finance Department.

The Finance Department will reconcile the pay-in form and to the bank merchant credit transactions deposited daily in the Township general bank account. Revenue will then be posted in the accounting system.

2.9 COLERAIN TOWNSHIP DEBT POLICY

PURPOSE

Colerain Township recognizes that there are certain circumstances where the issuance of debt will be appropriate and necessary in order to effectively finance a variety of projects. The primary purpose of this policy is to emphasize and highlight established rules and regulations for the issuance of debt in order to allow the Township to maintain the highest possible credit rating, secure the lowest possible issuance costs, and to provide the Township with general guidance on when it is appropriate to issue debt. This policy is flexible in design in order to account for extraordinary circumstances.

LEGAL AUTHORITY

Chapter 133 of the Ohio Revised Code (ORC) outlines the various rules and regulations for debt in various municipalities in Ohio. ORC 133.09 details the expressed debt limitations of Townships, including both home-rule and non-home-rule Townships. Colerain Township will comply with all legal requirements set forth in ORC 133.09.

As of September 2011, home-rule Townships have the following direct debt limitations:

1. Net indebtedness of the Township cannot exceed 10.5% of total property tax valuation;
2. Un-voted debt cannot exceed 5.5% of total property tax valuation.

In calculating the net and un-voted debt for the Township, the following items are excluded from the calculation:

1. Self-supporting securities issued for any purpose;
2. Securities issued for the purpose of purchasing, constructing, improving, or extending water or sanitary or surface and storm water sewerage systems or facilities, or a combination of those systems or facilities, to the extent that an agreement entered into with another subdivision requires the other subdivision to pay to the township amounts equivalent to debt charges on the securities;
3. Securities that are not general obligations of the Township;
4. Voted securities issued for the purposes of redevelopment to the extent that their principal amount does not exceed an amount equal to two per cent of the tax valuation of the Township;
5. Securities issued for the purpose of acquiring or constructing roads, highways, bridges, or viaducts, or for the purpose of acquiring or making other highway permanent improvements, to the extent that the resolution of the Board of Township Trustees authorizing the issuance of the securities includes a covenant to appropriate from money distributed to the Township under ORC 4501, 4503, 4504, or 5735 a sufficient amount to cover debt charges on and financing costs relating to the securities as they become due;
6. Securities issued for energy conservation measures under section 505.264 of the ORC;

7. Bonds issued for lighting districts, joint fire districts, lease-purchase agreements, OP&F accrued liabilities, purchases of Township parks, or jointly operated hospitals.

In addition to the direct debt limitations, ORC 5705.02 outlines indirect debt limitations for the Township. In essence, this limitation exists to prevent the overlapping debt of multiple jurisdictions from exceeding 10 mills on each dollar of tax valuation of property in the underlying jurisdiction.

TYPE OF DEBT

This policy applies to all types of debt that are or may be issued by the Township including and not limited to:

1. General Obligation Debt;
2. Revenue Bonds;
3. Economic development related debt;
4. Lease obligations;
5. Any form of debt that requires an annual appropriation of Township resources.

GENERAL GUIDELINES

In general, debt should be considered for capital projects, economic development, or for items that logically should be funded by multiple generations of taxpayers. While the ORC provides guidance on debt issuance, the Township should also consider the following prior to issuing debt and when structuring the debt:

1. Existing Township revenue capacity to support an on-going obligation;
2. Other potential financing options, such as short term notes;
3. If the project is mandated to be completed and the urgency for completion;
4. The ability to utilize a pay-as-you-go funding structure;
5. Anticipated useful life of the project or purchase;
6. Existing Township voted and un-voted debt;
7. Potential impact on the Township's overall credit rating;
8. Future local economic conditions.

The Township shall not issue debt to cover the cost of on-going operating expenses of the Township. The Township also shall not allow for staff time to be charged to any project that is financed through debt.

The following guidelines will help to structure a debt issuance:

1. Size — Debt will be sized based on capital project needs and will be sized to cover gap financing when necessary.
2. Term — The Township maintains a preference for the shortest possible average maturity considering the project type and availability of annual payment resources. The term of the debt shall not exceed the useful life of the item that is being purchased.
3. Amortization of Bonds — The Township will issue debt to provide for level annual debt service payments, to the greatest extent possible. The Township will not issue debt with large balloon

payments. However, the Township may consider other amortization structures as appropriate and legally permitted under Ohio law.

4. Interest Rate – To enhance the effectiveness of annual capital budgeting, fixed interest rate structures are the Township’s preference for long useful life, infrastructure and buildings.

REFINANCING

Colerain Township will consider refinancing existing debt when it makes practical sense for the Township and results in financial savings. Generally, the Township will only refinance if the interest savings are greater than the issuance costs and if the refinancing does not extend the term of the debt beyond the useful life of the asset that was originally financed with the debt.

BOND FINANCING TEAM COMPOSITION

Below are the individuals and roles that the Township should fill for each debt issuance.

1. Bond Counsel – The Township will usually obtain external bond counsel for all debt issuances. The bond counsel will prepare the necessary resolutions, agreements and other legal documents necessary to execute the financing. All debt issued by the Township will be reviewed and approved by the bond counsel.
2. Financial Advisor - The Township will use the services of an Independent Registered Municipal Advisor (IRMA) as its Financial Advisor. The Financial Advisor shall advise and assist on transaction structuring and other general financial planning as needed by the Township. Any potential conflicts of interest involving the Township’s Financial Advisory must be disclosed to the Township prior to appointment.
3. Underwriter - For a competitive and negotiated sale, the Township will enlist the services of an independent underwriter. The Township will follow all applicable state laws for purchasing requirements in order to select the underwriter. The Township will always seek an underwriter that provides the lowest price and best services.
4. Disclosure Counsel – Issuers of debt are required to report on the status of an issuance on an ongoing basis. This requires specialized expertise and is generally a service for which local governments contract with outside counsel.

2.10 COLERAIN TOWNSHIP FRAUD POLICY

PURPOSE

Fraud is a drain on government resources and directly violates the trust of public. It is not tolerated in any form by Colerain Township. Any fraudulent activity is a serious offense against both the Township and general public of Colerain.

REPORTING GUIDELINES

Colerain Township employees should report any suspicion of fraud to the Auditor of State. Ohio Revised Code section 117.103 outlines the State of Ohio Fraud Reporting system in full detail. Given the sensitivity associated with reporting fraud, employees should report the activity to the state. It is at the employee's discretion to report this suspicion to internal management (including the employee's department head, Police, or Administration). The employee should not report the suspicion directly to the individual who may have committed fraud.

STATE OF OHIO FRAUD REPORTING SYSTEM

The Ohio Auditor of State's office maintains a system for reporting fraud, including the misuse of Township money by an employee or elected official. The system allows employees and citizens to file anonymous reports to the State Auditor. If an employee has a suspicion that there is fraudulent activity occurring in the Township, they should contact the fraud reporting hotline at 1-866-FRAUD OH (1-866-372-8364), online at www.ohioauditor.gov, or via mail at the following address:

Ohio Auditor of State's office
Special Investigations Unit
88 East Broad Street
P.O. Box 1140
Columbus, OH 43215

Reporting of fraud is protected under the same Whistleblower protections found in the employee manual and under the Ohio Revised Code section 124.341.

EXAMPLES OF FRAUD

If an employee is uncertain if the activity or behavior constitutes fraud, they should err on the side of caution and report the activity to the Ohio Auditor of State. While Fraud is not easily defined and can vary, given the circumstances, the following list can provide an example of potential fraudulent behavior:

1. Theft or misappropriation of Township resources;
2. Falsification of official documents or reports;

3. Corruption or official misconduct, including misuse of Township information, conflicts of interest, or offering or accepting bribes;
4. Improper use or spending of Township tax dollars;
5. Violations of Township procurement policy or contract fraud;
6. Tampering with government records;
7. Obstructing, retaliating against, or tampering with a public servant, witness, prospective witness, or informant.

WHISTLEBLOWER PROTECTION

Any employee who suspects and reports fraud violations in good faith are protect by ORC 124.341 and the Colerain Township Whistleblower Policy. The Township will not retaliate, nor will it tolerate retaliation, against persons who, in good faith, report suspected violations or who participate in the investigation of suspected violations. In event that an act of retaliation occurs, it should be reported immediately to the Township Administrator who will investigate any such report.

2.11 COLERAIN TOWNSHIP INVESTMENT POLICY

PURPOSE

It is the policy of Colerain Township to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the entity and conforming to all state and local statutes governing the investment of public funds.

SCOPE

This policy includes all funds governed by the Township. The Fiscal Officer will routinely monitor the contents of the Township's investment portfolio, the available markets and relative value of competing investments and will adjust the portfolio accordingly.

INVESTMENT OBJECTIVES

The purpose of the investments is to maximize the returns on the Township's excess cash balances consistent with safety of those monies and with the desired liquidity of the investments, further categorized below:

1. **Safety:** Safety of principal is the foremost objective of the investment program. Investments of the Township shall be undertaken in a manner that ensures the preservation of capital in the overall portfolio.
2. **Liquidity:** The Township's investment portfolio will remain sufficiently liquid to enable the Township to meet all operating requirements. Portfolio liquidity is defined as the maturity or ability to sell a security on a short notice near the purchase price of the security.
3. **Return on Investments:** The Township's investment portfolio shall be structured with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the Township's investment risk constraints and the cash flow characteristics of the portfolio.

INVESTMENT AUTHORITY

Management and administrative responsibility for the investment program is hereby delegated to the Fiscal Officer of the Township who, under the delegation of the Board of Trustees, shall establish and monitor procedures for the operation of the investment program. The standard of prudence to be used by the investment officials shall be the "prudent person" and/or "prudent investor" standard and shall be applied in the context of managing an overall portfolio. Investment officials acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectation are reported in a timely fashion and appropriate action is taken to control adverse developments.

ETHICS AND CONFLICTS OF INTEREST

All participants involved in the investment process will refrain from personal business activity that could conflict or appear to conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

Employees and investment officials will disclose any material interests in financial institutions with which the Township conducts business. They will further disclose any personal financial or investment positions that could be related to the performance of the investment portfolio. Employees and officers will refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the Township.

AUTHORIZED FINANCIAL INSTITUTIONS AND BROKER/DEALERS

The Fiscal Officer will maintain a list of financial institutions authorized to provide investment services. No public deposit shall be made except in a qualified public depository as designated by the Township. All financial institutions, investment advisors, and broker/dealers who execute investment transactions must provide a certification of having read the Township's investment policy. Their signature will be required indicating they have received, read, understand, and will abide by its contents when recommending or selling investments to the Township.

AUTHORIZED INVESTMENTS

The Board authorizes the Fiscal Officer to make investments of available monies from the funds of the Township in securities authorized in Ohio Revised Code Chapter 135.14 as amended.

MAXIMUM MATURITIES

To the extent possible, the Township shall attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the Township will not directly invest in securities maturing more than five years from the date of purchase. Exceptions to this maturity restriction may exist for certain eligible investments under Ohio Revised Code 135.14 and are allowable under this policy.

INVESTMENT RESTRICTIONS

Derivatives: Under no circumstances may Township funds be invested in a derivative as defined by the Ohio Revised Code, reverse repurchase agreements, or other funds prohibited by law.

The Fiscal Officer will not make investments which they do not reasonably believe can be held until the maturity date or leverage any investment. The Fiscal Officer, acting in accord with the law, may withdraw funds from approved public depositories or sell negotiable instruments prior to maturity.

INVESTMENT EARNINGS

As provided by Ohio Revised Code Section 3315.01, the Board of Trustees may adopt a resolution requiring the Fiscal Officer of the Township to credit earnings made on the investment of principal of the monies specified in the resolution to the fund from which the earnings arose or any other fund of the Township as the Board of Trustees specifies in the resolution. Additionally, remaining investment earnings not included in the Ohio Revised Code will be deposited to the General Fund of the Township.

INVESTMENT REPORTING

The investing authority shall establish and maintain an inventory of all obligations and securities acquired by the investing authority. The inventory shall include the description of the security, type, cost, par value, maturity date, settlement date, and coupon date. The investing authority shall produce a monthly portfolio report detailing the current inventory of all obligations and securities, and all transactions during the month, income received and investment expenses paid and the names of any persons effecting transactions on behalf of the investment authority.

SECURITY FOR REPAYMENT OF PUBLIC DEPOSITS

All public depositories shall comply with Ohio Revised Code Chapter 135 with respect to collateralized security for the deposits of the Township. Failure of an institution to abide by any of the provisions of this Chapter is cause for immediate suspension of the institution as a public depository for any Township funds.

FISCAL OFFICER/DATE

BOARD OF TRUSTEES PRESIDENT/DATE

2.12 COLERAIN TOWNSHIP USE OF UNIFORM GUIDANCE FOR THE MANAGEMENT OF FEDERAL GRANTS

PURPOSE

As a recipient of grants from the federal government, the Township is required to follow federal law, including the *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* set forth in Title 2, Subtitle A, Chapter II, Part 200 of the *Code of Federal Regulations* and commonly referred to as the “Uniform Guidance.” The full text of the guidance is available electronically at <https://www.ecfr.gov> and is incorporated herein by reference.

The purpose of the uniform guidance is to provide a consistent set of management principles and requirements across federal grant-making agencies.

POLICY

It is the policy of the Township that the appropriate staff shall review, understand, and follow the Uniform Guidance to ensure compliance with its provisions.

ENFORCEMENT

In any year in which the Township receives more than \$750,000 in federal funding, it will be subject to a Single Audit of all its financial activity for the year. Any violation of the Uniform Guidance that results in an audit finding shall be corrected immediately.

2.13 COLERAIN TOWNSHIP FUND BALANCE POLICY

PURPOSE

Maintaining a proper fund balance in the major funds of the Township is critical to the financial stability of the Township. Fund balances provide a needed cushion in the event of a revenue shock or lasting emergency.

Due to the structure of property tax levies in Ohio, it is common for levy supported funds to maintain a fund balance over time. This is because a levy is set to raise a specific amount over the full term, yet the costs associated with providing that service increase over the term of the levy.

This Policy establishes thresholds for fund balance in each of the major funds. Should a situation arise in which a fund will fall out of compliance with this policy, Township staff shall present alternatives to the Board of Trustees to address the shortfall.

Across all funds, the Township shall maintain a reserve of at least 50 percent of the expenses from the prior year. One-time funds, such as major grants and bond financings, may be excluded from this threshold. The fund balance targets for each of the other funds are listed below, if applicable. If a fund balance target is not listed, the expectation is that the fund balance not be negative.

GENERAL FUND

The General Fund accounts for and reports all financial resources not accounted for and reported in another fund. The fund balance for the General Fund shall be 100 percent of prior year expenses.

SPECIAL REVENUE FUNDS

These funds account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The Township had the following significant Special Revenue Funds:

Road and Bridge Fund - This fund receives property tax money for constructing, maintaining, and repairing Township roads and bridges. The fund balance for this fund shall be at least 50 percent of prior year expenses, due to its reliance on the inside millage of the property tax.

Gasoline Tax Fund - This fund receives gasoline tax money to pay for constructing, maintaining, and repairing Township roads. The fund balance for this fund shall be at least 50 percent of prior year expenses.

Motor Vehicle License Tax - This fund receives vehicle license fees money to pay for constructing, maintaining, and repairing Township roads. The fund balance for this fund shall be at least 50 percent of prior year expenses.

Police District - This fund receives levy tax money to pay staff and equipment in the police department. The fund balance for this fund shall be at least 25 percent of prior year expenses.

Law Enforcement Trust- This fund receives funds through asset forfeiture and pays for eligible public safety expenses.

Fire District - This fund receives levy tax money to pay staff and equipment in the fire and EMS department. The fund balance for this fund shall be at least 25 percent of prior year expenses.

Zoning – This fund receives funds from the general fund and permit fees to pay for zoning code enforcement.

Emergency Medical Services (EMS) – This fund receives monies from billed EMS services performed by our Fire & EMS Department, and used to fund such activates.

Parks & Services – This fund receives funds from the general fund, shelter rentals and permit fees to pay for zoning code enforcement.

Community Center – This fund receives funds from the general fund and room rental fees to pay for the operations of the Community Center.

Lighting Districts – This fund received funds from property tax assessments and pays for artificially lighting residential streets in the Township.

American Rescue Plan – This fund receives funds from the federal government through the American Rescue Plan Act and pays for eligible uses under the Act.

TIF – Kroger – This fund received monies from the issuance of bonds as a result of tax increment financing.

TIF-Colerain Towne Center/Rumpke – This fund received monies from the issuance of bonds as a result of tax increment financing.

TIF-Duke – This fund received monies from the issuance of bonds as a result of tax increment financing.

TIF-Northridge – This fund received monies from the issuance of bonds as a result of tax increment financing.

Sidewalk Waiver—This fund receives funds from developers in lieu of construction of sidewalks for the purpose of maintaining and constructing sidewalks elsewhere in the Township.

CAPITAL PROJECT FUNDS

These funds account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Ohio Public Works Commission – This fund receives loan proceeds from the OPWC for the reconstruction of Township roads and pays debt service on those loans.

PROPRIETARY FUNDS

Self-Insurance Fund - This fund receives funds from the employer and employee shares for medical insurance and pays for medical insurance. The balance of this fund is governed by the Self Insurance Fund Policy.

TYPES OF FUND BALANCE

Fund balance is divided into five classifications based primarily on the extent to which the Township must observe constraints imposed upon the use of its governmental-fund resources.

The classifications are as follows:

1. Non-spendable

The Township classifies assets as non-spendable when legally or contractually required to maintain the amounts intact.

2. Restricted

Fund balance is restricted when constraints placed on the use of resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or is imposed by law through constitutional provisions.

3. Committed

Trustees can commit amounts via formal action (resolution). The Township must adhere to these commitments unless the Trustees amend the resolution. Committed fund balance also incorporates contractual obligations to the extent that existing resources in the fund have been specifically committed to satisfy contractual requirements.

4. Assigned

Assigned fund balances are intended for specific purposes but do not meet the criteria to be classified as restricted or committed. Governmental funds other than the general fund report all fund balances as assigned unless they are restricted or committed. In the general fund, assigned amounts represent

intended uses established by Township Trustees or a Township official delegated that authority by resolution, or by State Statute.

5. Unassigned

Unassigned fund balance is the residual classification for the general fund and includes amounts not included in the other classifications. In other governmental funds, the unassigned classification is used only to report a deficit balance.

The Township applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

The Board of Trustees of Colerain Township, County of Hamilton, Ohio, State of Ohio, met in regular session at ____ p.m., on the ____ day of October , 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 ACCEPTING COPPER CREEK LANE AS A COLERAIN TOWNSHIP ROAD

WHEREAS, the Hamilton County Engineer and the property developer of the Copper Creek Subdivision have requested that Copper Creek Lane, located in the Copper Creek Subdivision, Colerain Township, Hamilton County, Ohio be established as a Township road; and

WHEREAS, this plat was approved by the Hamilton County Regional Planning Commission, and;

WHEREAS, the Hamilton County Engineer's Office has received a Maintenance Surety (Bond) and Maintenance Contract for the roads from the developer, to the satisfaction of and in favor of, the Board of County Commissioners of Hamilton County, and;

WHEREAS, the Ohio Revised Codes Section 505.10 authorizes a Board of Township Trustees to accept, on behalf of a township, the donation of any real or personal property for township use, and;

WHEREAS, the Board has evaluated the utility of accepting Copper Creek Lane as a Township road and concluded that acceptance of the road would be in the best interest of the Township.

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

1. The Colerain Township Board of Trustees authorizes the Township Administrator to execute any documents and agreements necessary in order to establish Copper Creek Lane as a Township road.
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. 33

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 October, 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 October , 2021.

Jeff Baker
Colerain Township Fiscal Officer

CORING-THICKNESS REPORT

Report Number: N1181150.0046
Service Date: 11/06/18
Report Date: 11/06/18



611 Lunken Park Dr
Cincinnati, OH 45226-1813
513-321-5816

Client

Sehlhorst Equipment Services, LLC
Attn: David Sehlhorst
4450 Monroe Ave
Hooven, OH 45033-7640

Project

Copper Creek - CMT
7350 Sheed Rd.
White Oak, OH

Project Number: N1181150

Terracon field representative reported to the referenced project this date for the purpose of core extraction. Using a 4-inch diameter core barrel, a total of 3 asphalt cores were extracted from the roadway pavement, at the locations shown on the accompanying sketch. The core thickness and field observations are as follows:

Core	Thickness	Observations
C-1	4 7/8" base – 1 5/8" intermediate	Soil Subgrade
C-2	5 1/2" base – 1 1/2" intermediate	Soil Subgrade
C-3	5 3/4" base – 3" intermediate	Soil Subgrade

The core holes were patched by the Terracon representative prior to leaving the site.

Services:

Terracon Rep.: Harold Widener

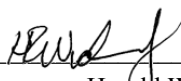
Reported To:

Contractor: Sehlhorst Excavating

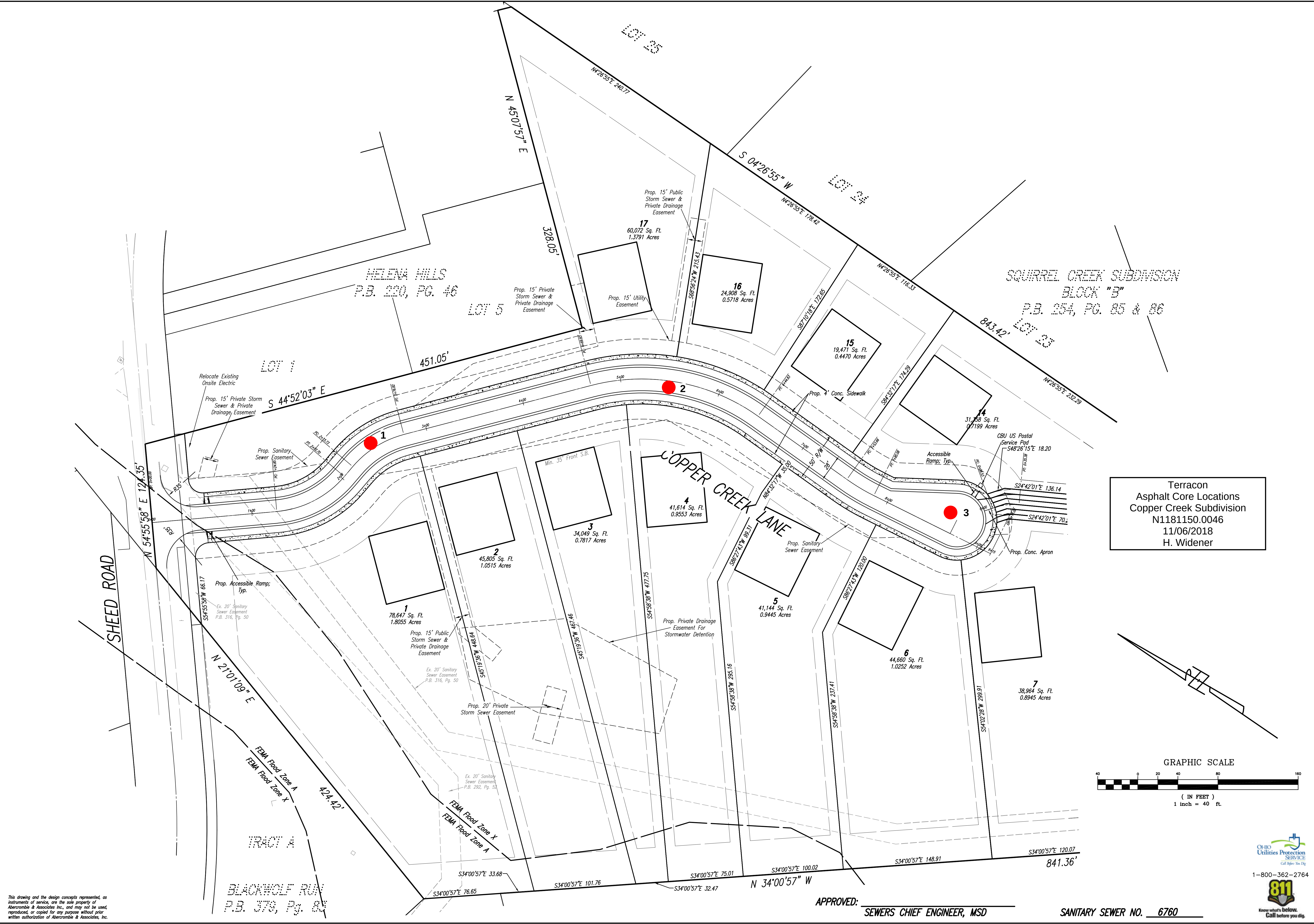
Report Distribution:

(1) Sehlhorst Equipment Services, LLC,
David Sehlhorst

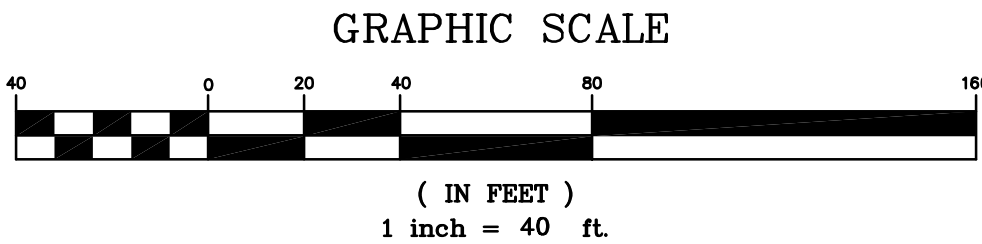
Reviewed By:


Harold Widener
Project Manager

The tests were performed in general accordance with applicable ASTM, AASHTO, or DOT test methods. This report is exclusively for the use of the client indicated above and shall not be reproduced except in full without the written consent of our company. Test results transmitted herein are only applicable to the actual samples tested at the location(s) referenced and are not necessarily indicative of the properties of other apparently similar or identical materials.



Terracon
Asphalt Core Locations
Copper Creek Subdivision
N1181150.0046
11/06/2018
H. Widener



This drawing and the design concepts represented, as instruments of service, are the sole property of Abercrombie & Associates Inc., and may not be used, reproduced, or copied for any purpose without prior written authorization of Abercrombie & Associates, Inc.

APPROVED: _____
SEWERS CHIEF ENGINEER, MSD

SANITARY SEWER NO. 6760

COPPER CREEK SUBDIVISION	
Date	12-14-17
Drawn By	M.G.
Checked By	S.H.
Scale	1"=40'
REVISIONS REVISIONS PER HAMILTON COUNTY COMMENTS 1-12-18 REVISIONS PER HAMILTON COUNTY COMMENTS 2-7-18	
Sheet Title	DIMENSION PLAN
Project Title	COPPER CREEK SUBDIVISION SECTION-9, TOWN-2, RANGE-1 COLERAIN TOWNSHIP HAMILTON COUNTY, OHIO
Abercrombie & Associates, Inc. Civil Engineering + Surveying 3377 Conquest Road, Suite 120 Cincinnati, Ohio 45251 www.abercrombie-associates.com	
Job No.	14-0142
3	10

GRANT OF EASEMENT

FOR VALUABLE CONSIDERATION, WE, THE UNDERSIGNED, ("GRANTOR") DO HEREBY PERMANENTLY GRANT TO DUKE ENERGY OHIO/KENTUCKY, INC. AND THEIR PARENT ENTITY (OR ENTITY CONTROLLING BOTH ENTITIES), THEIR RESPECTIVE SUBSIDIARIES OR AFFILIATE ENTITIES, AND ANY OTHER PROVIDER OF UTILITY SERVICES ("GRANTEE") THEIR SUCCESSORS AND ASSIGNS, FOREVER, NON-EXCLUSIVE EASEMENTS, AS SHOWN ON THE WITHIN PLAT AND DESIGNATED AS "UTILITY EASEMENTS" FOR THE CONSTRUCTION, OPERATION, MAINTENANCE, REPAIR, OR REPLACEMENT OF ANY AND ALL NECESSARY FIXTURES FOR THE OVERHEAD OR UNDERGROUND DISTRIBUTION OF GAS, ELECTRIC, TELEPHONE, TELECOMMUNICATIONS OR OTHER UTILITIES ("GRANTEE FACILITIES" OR "FACILITIES"). THE GRANTEE SHALL HAVE THE RIGHT OF INGRESS AND EGRESS AND ALSO THE RIGHT TO CUT, TRIM OR REMOVE ANY TREES, UNDERGROWTH OR OVERHANGING BRANCHES WITHIN THE UTILITY EASEMENTS OR IMMEDIATELY ADJACENT THERETO. NO BUILDINGS OR OTHER STRUCTURES MAY BE BUILT WITHIN THE UTILITY EASEMENTS AREA, NOR MAY THE UTILITY EASEMENTS AREA BE PHYSICALLY ALTERED AS TO (1) REDUCE THE CLEARANCES OF EITHER OVERHEAD OR UNDERGROUND FACILITIES; (2) IMPAIR THE LAND SUPPORT OF GRANTEE FACILITIES; (3) IMPAIR THE ABILITY TO MAINTAIN THE FACILITIES OR; (4) CREATE A HAZARD. TO HAVE AND TO HOLD THE EASEMENT FOREVER.

WE ACKNOWLEDGE HAVING THE FULL POWER TO CONVEY THIS UTILITY EASEMENT AND WILL DEFEND THE SAME AGAINST ALL CLAIMS.

ALSO HEREBY GRANTED TO DUKE ENERGY OHIO/KENTUCKY, INC. AND ITS SUBSIDIARIES, SUCCESSORS, AND ASSIGNS IS THE RIGHT TO LATERALLY EXTEND, REPAIR, AND MAINTAIN NATURAL GAS SERVICES TO SERVE INDIVIDUAL LOTS AS CONSTRUCTED BY THE ORIGINAL BUILDER ALLOWING DISTURBANCE ONLY OVER EXISTING SERVICE LINES NECESSARY FOR THE REPAIR ONLY ON THE LOT ON WHICH THE SERVICE IS LOCATED. RECONSTRUCTION OR RELOCATION IS PERMISSIBLE ONLY WITH WRITTEN PERMISSION OF THE PARCEL OWNER AND SAID UTILITY PROVIDER TO A MUTUALLY AGREEABLE LOCATION. NO PART OF THE UTILITY EASEMENTS SHALL ENCUMBER EXISTING BUILDINGS OR ADJOINING LOTS.

DEDICATION STATEMENT

WE, THE UNDERSIGNED, DO HEREBY ADOPT AND CONFIRM THIS PLAT OF SUBDIVISION AND DEDICATE TO PUBLIC USE FOREVER COPPER CREEK LANE AND SHEED ROAD AND GRANT UNTO THE BOARD OF COUNTY COMMISSIONERS, OF HAMILTON COUNTY, OHIO, ITS SUCCESSORS AND ASSIGNS, PERMANENT STORM SEWER EASEMENTS AND, FOR USE AND BENEFIT OF THE METROPOLITAN SEWER DISTRICT OF GREATER CINCINNATI, PERMANENT SANITARY SEWER EASEMENTS AS SHOWN HEREON, TOGETHER WITH THE RIGHT OF ENTRY AND RE-ENTRY FOR THE PERPETUAL MAINTENANCE, INSTALLATION, RECONSTRUCTION, REPAIR, AND OPERATIONS OF THE SEWERS AS CONSTRUCTED IN AND UPON LANDS SHOWN HEREON AND SUBJECT TO THE RESTRICTIONS ON SEWER EASEMENTS FOR SEWERS DESCRIBED HEREON. WE ALSO GUARANTEE THE PAYMENT OF ALL TAXES AND ASSESSMENTS THAT ARE A LIEN ON SAID PROPERTY ON THE DATE OF ACCEPTANCE.

WE, ALSO ACKNOWLEDGE THAT THE PRIVATE DRAINAGE EASEMENT FOR STORM WATER DETENTION AS SHOWN HEREON IS RESERVED FOR STORM SEWERS, SURFACE DITCHES, PRIMARY AND EMERGENCY STRUCTURES AND DETENTION BASIN PURPOSES ONLY AND SUBJECT TO THE TERMS AND CONDITIONS OF THE "PRIVATE DRAINAGE EASEMENT FOR STORM WATER DETENTION FACILITY" NOTE AS DESCRIBED HEREON.

PUBLIC SANITARY SEWER EASEMENTS ARE ALSO FOR THE USE AND BENEFIT OF ADJACENT LOTS AND OR FUTURE DEVELOPMENTS FOR THE PURPOSE OF INSTALLATION, OPERATION, MAINTENANCE, REPAIR, EXTENSION OR REPLACEMENT OF SANITARY SEWER BUILDING CONNECTION AND OR SANITARY MAINLINE SEWERS APPROVED BY M.S.D.

SIGNED: MT. HOPE, LLC
AN OHIO LIMITED LIABILITY COMPANY

David A. Schlhorst
BY: **David A. Schlhorst**

ITS AUTHORIZED AGENT: **Managing Member**

NOTARY STATEMENT

STATE OF Ohio, SS:

BE IT REMEMBERED THAT ON THIS 26th DAY OF November, 2018, BEFORE ME A NOTARY PUBLIC, IN AND FOR SAID STATE, PERSONALLY CAME David A. Schlhorst WHO REPRESENTED THAT THEY ARE DULY AUTHORIZED IN THE PREMISES AND WHO ACKNOWLEDGE THE SIGNING OF THE FOREGOING INSTRUMENT TO BE THEIR VOLUNTARY ACT AND DEED AS SAID AUTHORIZED MEMBER OF SAID COMPANY FOR THE USES AND PURPOSES MENTIONED IN SAID INSTRUMENT MENTIONED.

IN TESTIMONY WHEREOF, I HAVE SET MY HAND AND AFFIXED MY NOTARIAL SEAL ON THIS DAY AND YEAR LAST AFORESAID.



NOTARY PUBLIC, STATE OF OHIO

My Commission Expires April 18, 2023

WE THE UNDERSIGNED, AS MORTGAGEES OF COPPER CREEK SUBDIVISION, DO HEREBY ADOPT AND CONFIRM THIS PLAT OF SUBDIVISION FOR THE PURPOSE OF DEDICATION AS SHOWN HEREON COPPER CREEK LANE TO PUBLIC USE FOREVER AND FOR THE PURPOSE OF GRANTING THE VARIOUS EASEMENTS AS SHOWN HEREON.

BANK: Peoples First Savings Bank

SIGNED: R.A. McCulley

PRINTED NAME: R.A. McCulley

PRINTED TITLE: President

STATE OF Ohio, SS:
COUNTY OF Warren:

BE IT REMEMBERED THAT ON THIS 26th DAY OF November, 2018, BEFORE ME A NOTARY PUBLIC, IN AND FOR SAID STATE, PERSONALLY CAME David A. Schlhorst WHO REPRESENTED THAT THEY ARE DULY AUTHORIZED IN THE PREMISES AND WHO ACKNOWLEDGE THE SIGNING OF THE FOREGOING INSTRUMENT TO BE THEIR VOLUNTARY ACT AND DEED AS SAID AUTHORIZED MEMBER OF SAID COMPANY FOR THE USES AND PURPOSES MENTIONED IN SAID INSTRUMENT MENTIONED.



DOUGLAS J. KORPELE
Notary Public, State of Ohio
My Commission Expires November 28, 2022

NOTARY PUBLIC, STATE OF OHIO

MY COMMISSION EXPIRES 11/28/2022

PROPERTY ACQUIRED BY MT. HOPE, LLC, BY DEED ACQUIRED IN OFFICIAL RECORD BOOK 12757, PG. 378 OF THE RECORDERS OFFICE OF HAMILTON COUNTY, OHIO AND REFERENCED AS AUDITORS PARCEL 510-0222-0021, 510-0222-0022, 510-0222-0023 & 510-0222-0058 OF THE HAMILTON COUNTY AUDITORS OFFICE.

COPPER CREEK SUBDIVISION

COLERAIN TOWNSHIP, HAMILTON COUNTY, OHIO

STREET ACCEPTANCE STATEMENT

STREETS DEDICATED BY THIS PLAT ARE NOT ACCEPTED FOR PUBLIC USE AND WILL NOT BE SO ACCEPTED UNTIL ALL PHYSICAL IMPROVEMENTS ARE COMPLETED ACCORDING TO THE AUTHORIZED SUBDIVISION IMPROVEMENT PLAN AND/OR REVISIONS THERETO ON FILE IN THE OFFICE OF THE HAMILTON COUNTY ENGINEER AND ENTERED IN THE RECORDS OF SAID OFFICE. THERE WILL BE NO ASSESSMENTS FOR THE CONSTRUCTION OF THE IMPROVEMENTS SHOWN ON SAID SUBDIVISION IMPROVEMENT PLAN. A BOND IS ON FILE IN THE OFFICE OF THE HAMILTON COUNTY ENGINEER IN SUFFICIENT AMOUNT TO COMPLETE ALL UNFINISHED PHYSICAL IMPROVEMENTS.

COPPER CREEK LANE AND SHEED ROAD ACCEPTED THIS 26th DAY OF November, 2018, A.D., BY, FOR, ON BEHALF OF, AND IN THE NAME OF THE COUNTY OF HAMILTON AND UNDER THE AUTHORITY OF ITS BOARD OF COUNTY COMMISSIONERS BY VIRTUE OF R.C. SECTION 305.30 AND THE RESOLUTION ADOPTED MAY 11, 2011 AND ENTERED IN THE JOURNAL OF SAID BOARD.

COUNTY ADMINISTRATOR

SANITARY SEWER EASEMENT ACCEPTANCE STATEMENT

SEWER EASEMENTS WITHIN AND OUTSIDE THE SUBDIVISION LIMITS AND THE RIGHT OF WAY OF COPPER CREEK LANE AND SHEED ROAD (FOR SEWER EASEMENT PURPOSES ONLY) AS SHOWN HEREON ACCEPTED THIS 26th DAY OF November, 2018, A.D., BY, FOR, ON BEHALF OF AND IN THE NAME OF THE COUNTY OF HAMILTON AND UNDER THE AUTHORITY OF ITS BOARD OF COUNTY COMMISSIONERS BY VIRTUE OF R.C. SECTION 305.30 AND THE RESOLUTION ADOPTED APRIL 20, 2016 ENTERED IN THE JOURNAL OF SAID BOARD.

Johnny W. Alexothitis
COUNTY ADMINISTRATOR

REGIONAL PLANNING COMMISSION APPROVAL

THIS PLAT APPROVED BY THE REGIONAL PLANNING COMMISSION OF HAMILTON COUNTY, OHIO ON THIS 5th DAY OF DECEMBER, 2018

APPROVED: *[Signature]*
BRYAN STYLER, REGIONAL SUBDIVISION ADMINISTRATOR

RESTRICTIONS ON SANITARY SEWER EASEMENTS

NO STRUCTURE OF ANY KIND WHICH CAN INTERFERE WITH ACCESS TO SAID PUBLIC SEWER SHALL BE PLACED IN OR UPON A PERMANENT SEWER EASEMENT, EXCEPTING ITEMS SUCH AS RECREATIONAL SURFACES, PAVED AREAS FOR PARKING LOTS, DRIVEWAYS, OR OTHER SURFACES USED FOR INGRESS AND EGRESS, PLANTS, TREES, SHRUBBERY, FENCES, LANDSCAPING OR OTHER SIMILAR ITEMS, BEING NATURAL OR ARTIFICIAL.

ANY OF THE AFORESAID SURFACES, PAVED AREAS, PLANTS, TREES, SHRUBBERY, FENCES, LANDSCAPING OR OTHER SIMILAR ITEMS WHICH MAY BE PLACED UPON SUCH SAID PERMANENT EASEMENT, SHALL BE SO PLACED AT THE SOLE EXPENSE OF THE PROPERTY OWNERS, AND THE GRANTEE OR ASSIGNS OF ANY PERMANENT EASEMENT HENCEFORTH SHALL NOT BE RESPONSIBLE TO ANY PRESENT OWNERS OF THE PROPERTY, NOR TO THEIR HEIRS, EXECUTORS, ADMINISTRATORS OR ASSIGNS, FOR THE CONDITION, DAMAGE TO, OR REPLACEMENT OF ANY SUCH AFORESAID ITEMS, OR ANY OTHER ITEMS PLACED UPON THE EASEMENT, RESULTING FROM THE EXISTENCE OR USE OF THE SAID PERMANENT SEWER EASEMENT BY THE GRANTEE OR ASSIGNS. ANY STRUCTURE CONSTRUCTED ON SAID PROPERTY IN WHICH SAID PERMANENT SANITARY SEWER EASEMENT EXISTS SHALL BE KEPT NOT LESS THAN THREE (3) FEET OUTSIDE THE PERMANENT SANITARY SEWER EASEMENT LINE NEAREST THE SITE OF THE PROPOSED STRUCTURE.

ANY DEVIATION FROM THE AFORESAID RESTRICTIONS SHALL BE PETITIONED BY WRITTEN REQUEST TO THE GRANTEE OR THEIR ASSIGNS. EACH SUCH REQUEST SHALL BE CONSIDERED ON AN INDIVIDUAL BASIS.

SANITARY SEWER NOTE

THE OWNERS OF ALL PROPERTIES SHOWN ON THIS RECORD PLAT SHALL BE SUBJECT TO ALL APPLICABLE SEWER SERVICE CHARGES, ASSESSMENTS, TAP-IN CHARGES OR FEES WHICH HAVE BEEN OR MAY BE ESTABLISHED BY THE BOARD OF COUNTY COMMISSIONERS.

PRIVATE SEWER EASEMENT

THE BOARD OF COUNTY COMMISSIONERS OF HAMILTON COUNTY, OHIO DOES NOT ACCEPT ANY PRIVATE SEWER EASEMENTS SHOWN ON THIS PLAT AND THE COUNTY OF HAMILTON, OHIO IS NOT OBLIGATED TO MAINTAIN, REPAIR, OR OPERATE ANY PRIVATE SEWER LINE IN THE SUBDIVISION. OPERATION AND MAINTENANCE OF ALL PRIVATE SEWER LINES WITHIN THE SUBDIVISION IS THE OBLIGATION OF THE OWNERS OF THE LOTS USING THE PRIVATE SEWER LINES.

COUNTY ENGINEERS NOTES

NO PART OF ANY DRIVEWAY OR DRIVEWAY APPROACH WITHIN THE ROAD RIGHT OF WAY SHALL BE INSTALLED CLOSER THAN FIVE FEET (5') FROM ANY INLET OR FIRE HYDRANT.

UNDERGROUND SPRINKLER SYSTEMS SHALL NOT BE PERMITTED WITHIN THE ROAD RIGHT-OF-WAY.

THE OWNER/SUBDIVIDER AGREES TO CLEAN AND MAINTAIN ALL PUBLIC WAYS, SEWERS AND DRAINAGE FACILITIES DURING THE PERIOD PRIOR TO ACCEPTANCE AS A PUBLIC STREET BY THE COUNTY. THIS SHALL INCLUDE THE REMOVAL OF SNOW, ICE, MUD, DEBRIS, TRASH AND OTHER EXTRANEOUS MATERIAL.

REGIONAL PLANNING NOTES

AREA OF SUBDIVISION = 20.1744 ACRES

THE PRELIMINARY PLAN FOR THIS PLAT WAS APPROVED BY HAMILTON COUNTY REGIONAL PLANNING COMMISSION ON 03-02-2017.

THE IMPROVEMENT PLAN FOR THIS PLAT WAS APPROVED BY HAMILTON COUNTY REGIONAL PLANNING COMMISSION ON 3-22-2018.

BUILDING DEPARTMENT NOTE

THE HAMILTON COUNTY, OHIO BUILDING CODE, SECTION 1231.04(B)(3) ACCESS REQUIRES SLOPE OF DRIVEWAY SHALL BE LIMITED TO A MAXIMUM OF 1-3/4 INCHES PER FOOT. (14%)

COLERAIN TOWNSHIP ZONING NOTE

THIS SUBDIVISION WAS DETERMINED TO COMPLY WITH THE MINIMUM LOT SIZE REQUIREMENTS OF THE COLERAIN TOWNSHIP "R-5" SUBURBAN-HIGH RESIDENTIAL DISTRICT AND THE OPEN SPACE RESIDENTIAL DEVELOPMENTS REQUIREMENTS. FURTHERMORE, LOTS WITHIN THIS SUBDIVISION SHALL BE CONTROLLED BY THE BUILDING SETBACK REQUIREMENTS OF THE "R-5" SUBURBAN-HIGH RESIDENTIAL DISTRICT, UNDER THE JURISDICTION OF THE COLERAIN TOWNSHIP ZONING RESOLUTION. ANY IMPROVEMENTS, ACTIVITIES, OR OTHER CONDITIONS SUBJECT TO CERTIFICATION OF ZONING COMPLIANCE, AS INTERPRETED BY THE PLANS EXAMINER, SHALL MEET THE REQUIREMENTS OF SAID DISTRICT AT THE TIME OF APPLICATION.

HOMEOWNERS ASSOCIATION STATEMENT

THE ENTIRE PROPERTY SHOWN HEREIN AND ALL IMPROVEMENTS THEREON ARE SUBJECT TO THE RULES, REGULATION, COVENANTS AND RESTRICTIONS OF THE COPPER CREEK LANE HOMEOWNERS ASSOCIATION, A NON-PROFIT OHIO CORPORATION AS RECORDED IN OFFICIAL RECORD BOOK PG. 378 OF THE HAMILTON COUNTY, OHIO RECORDS AND SUBJECT TO ALL RECORDED AMENDMENTS AND SUPPLEMENTS TO THE ENCLAVE OF WOODRUFF HOME OWNERS ASSOCIATION DOCUMENTS WHICH MAY BE RECORDED FROM TIME TO TIME.

PRIVATE DRAINAGE EASEMENTS

PRIVATE DRAINAGE EASEMENTS SHOWN ON THESE PLANS ARE NOT ACCEPTED BY THE BOARD OF COUNTY COMMISSIONERS OF HAMILTON COUNTY, AND THE COUNTY OF HAMILTON IS NOT OBLIGATED TO MAINTAIN OR REPAIR ANY WATERCOURSES, DRAINAGE CHANNELS OR INSTALLATIONS IN SAID EASEMENTS. THE EASEMENT AREA OF EACH LOT AND ALL IMPROVEMENTS IN IT SHALL BE MAINTAINED CONTINUOUSLY BY THE OWNER OF THE LOT. WITHIN THESE EASEMENTS, NO STRUCTURES, PLANTING OR OTHER MATERIAL SHALL BE PLACED OR PERMITTED TO REMAIN WHICH MAY OBSTRUCT, RETARD OR CHANGE THE DIRECTION OF THE FLOW OF WATER THROUGH THE WATERCOURSES OR DRAINAGE CHANNELS IN THE EASEMENT.

PRIVATE DRAINAGE EASEMENT FOR STORM WATER DETENTION FACILITY

PRIVATE DRAINAGE EASEMENTS FOR STORM WATER DETENTION SHOWN ON THESE PLANS ARE NOT ACCEPTED BY THE BOARD OF COUNTY COMMISSIONERS OF HAMILTON COUNTY, AND THE COUNTY OF HAMILTON IS NOT RESPONSIBLE TO MAINTAIN, REPAIR OR REPLACE ANY CHANNELS WITHIN SAID EASEMENTS.

THE EASEMENT AREAS AND ALL IMPROVEMENTS WITHIN SAID EASEMENTS ARE TO BE MAINTAINED CONTINUOUSLY BY THE LEGAL OWNER(S), HEIR(S), ASSIGN(S) OR SUCCESSOR(S) OF THE REAL ESTATE WHEREIN SAID EASEMENTS OCCUR.

NO STRUCTURES OR STRUCTURE ALTERATIONS, PLANTING OR OTHER MATERIALS OR MODIFICATIONS MAY BE PLACED, MADE, OR PERMITTED TO REMAIN WHICH WILL OBSTRUCT, RETARD, ALTER OR ADVERSELY EFFECT THE INTEGRITY OF THE DETENTION FACILITY IN REGARD TO THE DIRECTION OF THE FLOW OF WATER THROUGH THE DRAINAGE CHANNEL, THE QUANTITY OF STORM WATER DETAINED OR THE RATE OF DISCHARGE FROM THE OUTLET CONTROL DEVICES AS APPROVED BY THE HAMILTON COUNTY PLANNING & DEVELOPMENT STORM WATER DIVISION.

THE LOT OWNER(S) ARE LEGALLY RESPONSIBLE TO MONITOR, MAINTAIN, AND OPERATE THE DETENTION STRUCTURE AND ITS APPURTENANCES SAFELY. THE OWNER SHALL TAKE ALL NECESSARY ACTION TO SAFEGUARD LIFE, HEALTH AND PROPERTY IF ANY CONDITIONS THREATEN THE SAFETY OF THE DETENTION STRUCTURE.

PRIOR TO ANY CHANGES BEING MADE TO THE STORM WATER DETENTION FACILITY, A WRITTEN REQUEST MUST BE SUBMITTED TO THE DIRECTOR OF THE HAMILTON COUNTY PLANNING & DEVELOPMENT STORM WATER DIVISION FOR APPROVAL.

INVALIDATION OF ANY ONE OF THESE COVENANTS BY JUDGMENT OR COURT ORDER SHALL IN NO WAY AFFECT ANY OF THE OTHER PROVISIONS WHICH SHALL REMAIN IN FULL FORCE AND EFFECT.

ENFORCEMENT SHALL BE BY PROCEEDING AT LAW OR IN EQUITY AGAINST ANY PERSON OR PERSONS VIOLATING OR ATTEMPTING TO VIOLATE ANY COVENANT, EITHER TO RESTRAIN VIOLATIONS OR TO RECOVER DAMAGES.

CLOSURE - 20.1744 ACRES

North: 5052.6647 East: 5994.8632
Line Course: N 21-01-09 E Length: 424.42
North: 5448.8440 East: 6147.0942
Line Course: N 54-55-58 E Length: 124.35
North: 5520.2877 East: 6248.8720
Line Course: S 44-52-03 E Length: 451.05
North: 5200.6105 East: 6567.0741
Line Course: N 45-07-57 E Length: 328.05
North: 5432.0398 East: 6799.5763
Line Course: S 44-03-03 E Length: 13.97
North: 5421.9992 East: 6809.2896
Line Course: S 04-26-55 W Length: 843.42
North: 4581.1202 East: 6743.8698
Line Course: S 85-21-05 E Length: 252.88
North: 4560.6256 East: 6995.9179
Line Course: S 03-57-51 W Length: 713.73
North: 3848.6032 East: 6946.5760
Line Course: N 84-29-10 W Length: 462.07
North: 3893.0022 East: 6486.6440
Line Course: N 03-07-31 E Length: 399.32
North: 4291.7283 East: 6508.4146
Line Course: N 34-00-57 W Length: 918.01
North: 5052.6512 East: 5994.8597

Perimeter: 4931.27 Area: 878,799 Sq. Ft. 20.1744 Acres

Mapcheck Closure - (Uses listed courses and chords)
Error Closure: 0.0140 Course: S 14-28-19 W
Error North: -0.01352 East: -0.00349
Precision 1: 352,233.57

AREA SUMMARY

AREA IN LOTS = 18.9886 ACRES
AREA IN R/W = 1.1858 ACRES
TOTAL AREA = 20.1744 ACRES

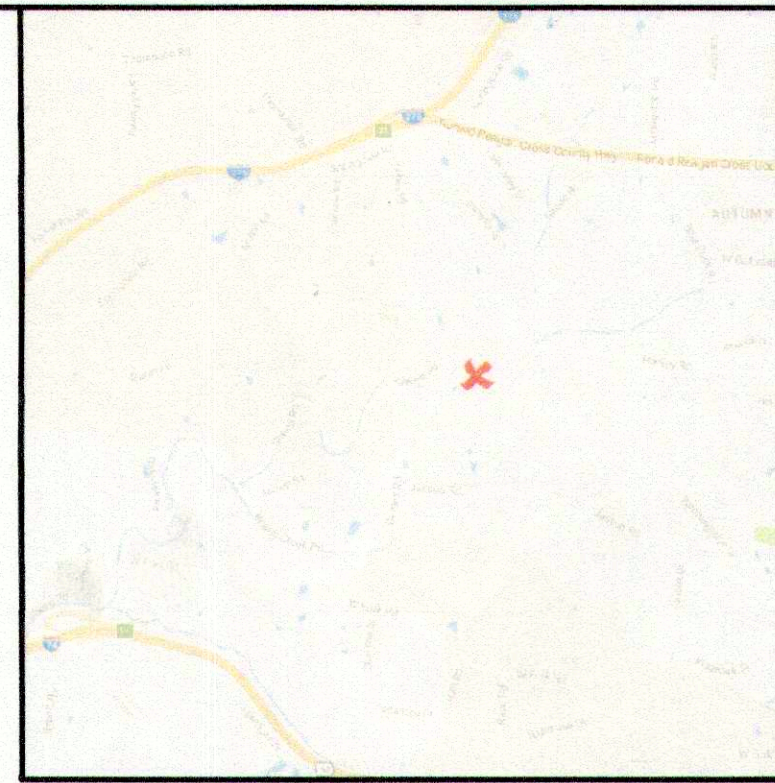
SETBACK INFORMATION
FRONT YARD = 35'
SIDE YARD = 10' ONE 18' TOTAL
REAR YARD = 35'

APPROVED: *[Signature]*

DEPUTY DIRECTOR, MSD

SANITARY SEWER NO. 6760

VICINITY MAP



MAINTENANCE SCHEDULE/RESPONSIBILITY FOR DETENTION BASIN

1. FACILITY TO BE OWNED AND MAINTAINED BY: COPPER CREEK LANE HOMEOWNERS ASSOCIATION.
2. CONTROL STRUCTURE IS TO BE INSPECTED REGULARLY TO ENSURE ORIFICES ARE CLEAN AND FUNCTIONING PROPERLY.
3. DEBRIS TO BE REMOVED FROM INLET STRUCTURE GRATE AFTER LARGE STORM EVENTS.
4. OUTLET STRUCTURE TO BE INSPECTED AND SEDIMENT TO BE REMOVED ON A REGULAR BASIS.
5. REPAIRS TO THE OUTLET STRUCTURE AND OUTLET PIPE TO BE MADE IF NEEDED.

STORM WATER DETENTION FACILITY TABLE

RELEASE RATES
DESIGN: Q1 = 7.32 C.F.S. Q10 = 8.57 C.F.S. VOLUME=20,500 C.F. 10,512 C.F.
Q100 = 13.85 C.F.S.
HIGHWATER ELEVATION = 738.60

"NO GRAVITY FLOW STORM DRAINS FROM ANY DRIVEWAY, WINDOW WELL, STAIRWELL, FOUNDATION, BASEMENT, PATIO OR OTHER SOURCE WILL BE PERMITTED TO BE DIRECTLY CONNECTED TO THE PROPOSED STORM SEWER SYSTEM AND/OR EXISTING OR PROPOSED WATERCOURSE BELOW THE HIGHWATER ELEVATIONS SHOWN IN THE ABOVE TABLE.

IF THE BASEMENT FLOOR IS BELOW THE ABOVE STATED ELEVATION, THE BASEMENT SHALL BE PROVIDED WITH A SUMP PUMP WELL AND SUMP PUMP. THE PUMP SHALL BE DISCHARGED ON THE LOT AT OR ABOVE THE ELEVATION STATED ABOVE.

A GRAVITY FLOW STORM SYSTEM MAY BE DISCHARGED ON THE LOT AT A POINT WHERE THE OUTLET IS NOT AFFECTED BY FLOODING FROM THE PROPOSED STORM SEWER SYSTEM AND/OR EXISTING OR PROPOSED WATERCOURSE."

M.O.E. INDICATES MINIMUM LOW FLOOR WALKOUT OR BASEMENT WINDOW OPENING.

SURVEYOR CERTIFICATION

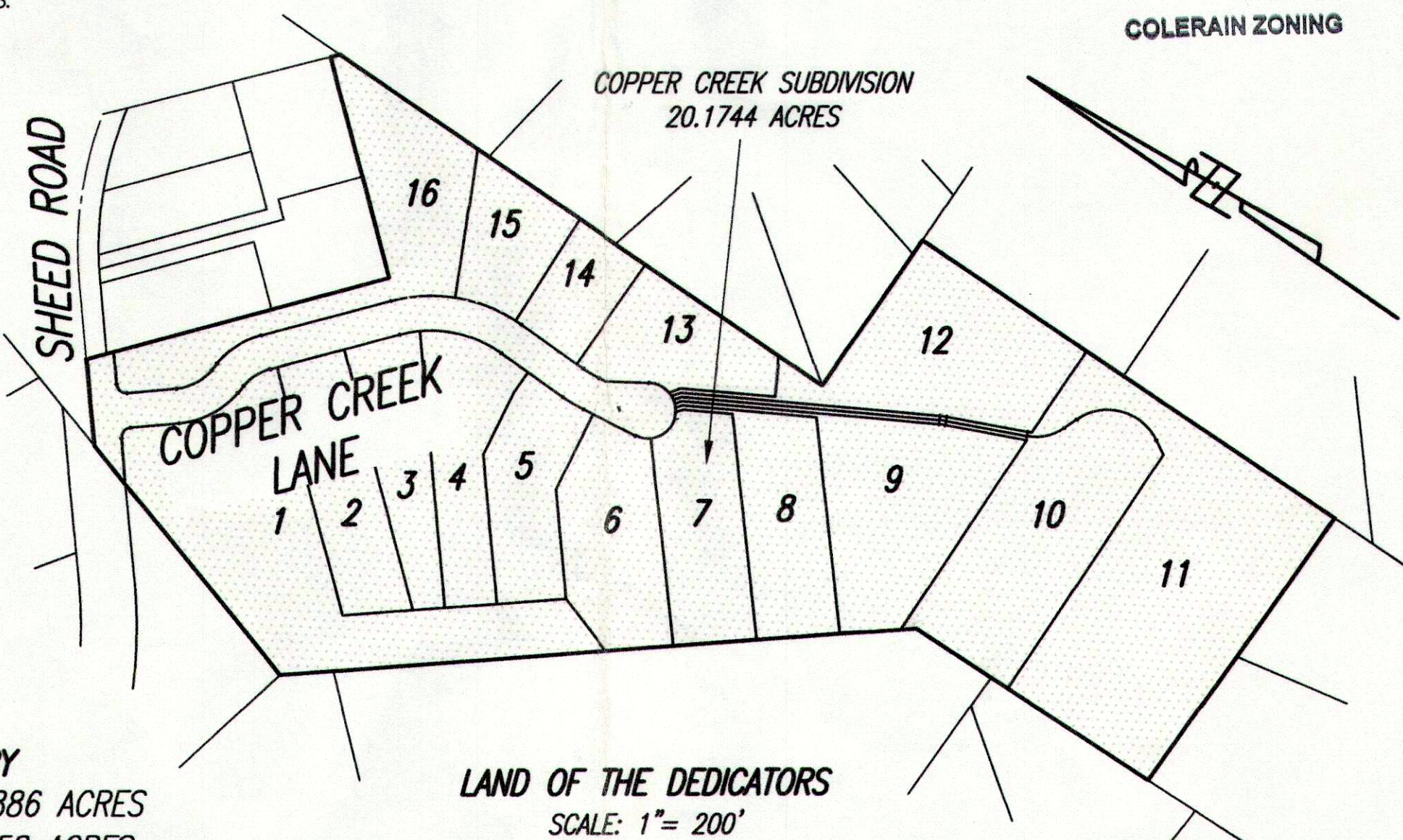
I HEREBY CERTIFY THAT I HAVE SURVEYED THE SUBDIVISION HEREON AND VERIFY ALL DIMENSIONS. I HAVE FOUND OR SET MONUMENTS AS SHOWN.

[Signature] 11-21-18
STEPHEN L. CAHILL
OHIO REGISTERED SURVEYOR NO. 7862

RECEIVED

AUG 06 2021

COLERAIN ZONING



LAND OF THE DEDICATORS

SCALE: 1"= 200'

DEVELOPER:

MT. HOPE, LLC.
4450 MONROE STREET
HOOVEN, OHIO 45033
(513) 353-9300



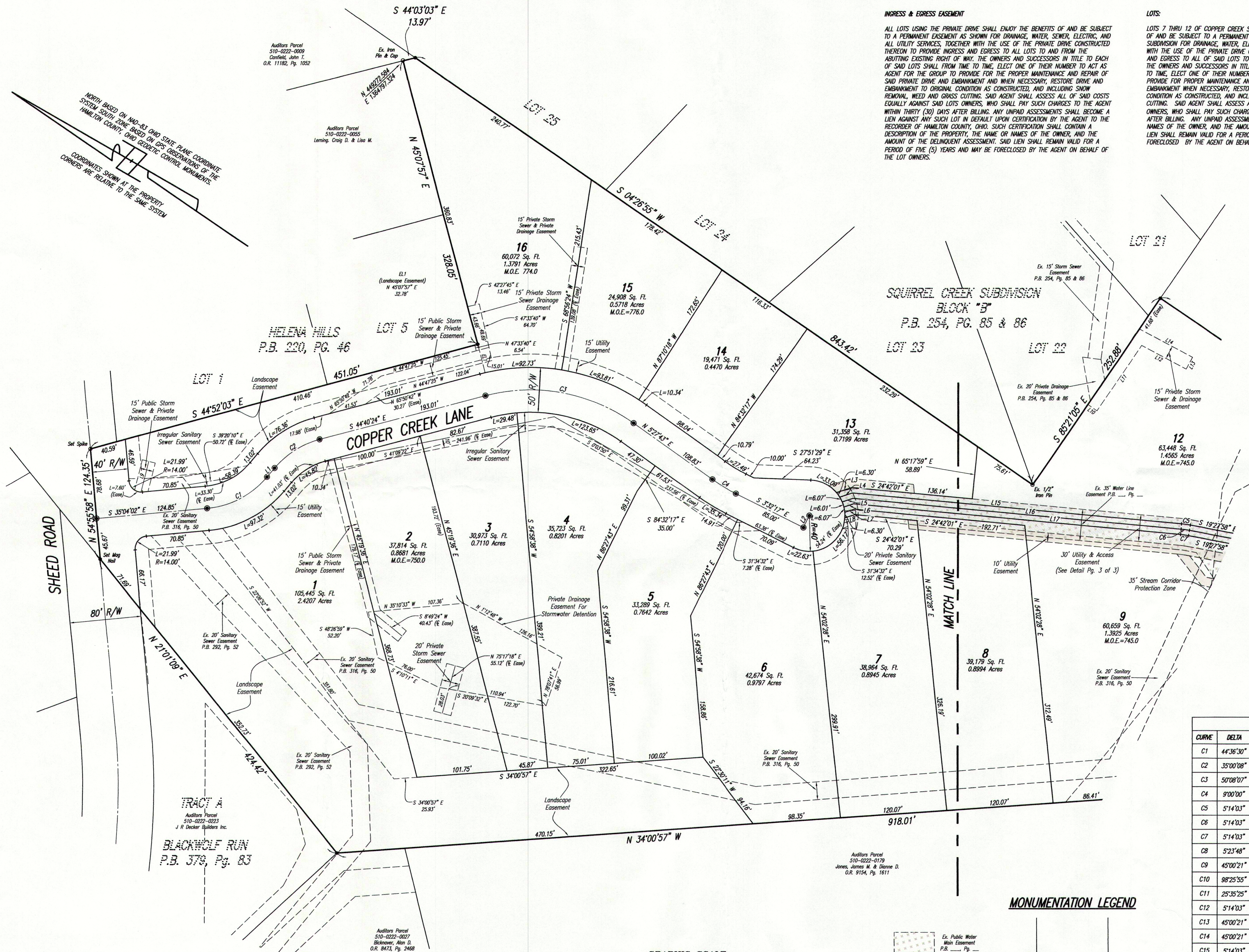
COPPER CREEK
SUBDIVISION

Date: 9-12-18
Drawn By: J.C.
Checked By: D.P.
Scale: AS SHOWN
DWG: SVPT/JC-REC'D

RECORD PLAT
COPPER CREEK SUBDIVISION
SECTION-19, TOWN-2, RANGE-1
COLERAIN TOWNSHIP
HAMILTON COUNTY, OHIO

Abercrombie
& Associates, Inc.
Civil Engineering & Surveying
3377 Conquest Road, Suite 120
Cincinnati, Ohio 45221
616.567.9757
www.abercrombie-associates.com

Job No. 14-0142 1 3



INGRESS & EGRESS EASEMENT

ALL LOTS USING THE PRIVATE DRIVE SHALL ENJOY THE BENEFITS OF AND BE SUBJECT TO A PERMANENT EASEMENT AS SHOWN FOR DRAINAGE, WATER, SEWER, ELECTRIC, AND ALL UTILITY SERVICES, TOGETHER WITH THE USE OF THE PRIVATE DRIVE CONSTRUCTED THEREON TO PROVIDE INGRESS AND EGRESS TO ALL LOTS TO AND FROM THE ADJUTING EXISTING RIGHT OF WAY. THE OWNERS AND SUCCESSORS IN TITLE TO EACH OF SAID LOTS SHALL FROM TIME TO TIME, ELECT ONE OF THEIR NUMBER TO ACT AS AGENT FOR THE GROUP TO PROVIDE FOR THE PROPER MAINTENANCE AND REPAIR OF SAID PRIVATE DRIVE AND EMBANKMENT AND WHEN NECESSARY, RESTORE DRIVE AND EMBANKMENT TO ORIGINAL CONDITION AS CONSTRUCTED, AND INCLUDING SNOW REMOVAL, WEED AND GRASS CUTTING. SAID AGENT SHALL ASSESS ALL OF SAID COSTS EQUALLY AGAINST SAID LOTS OWNERS, WHO SHALL PAY SUCH CHARGES TO THE AGENT WITHIN THIRTY (30) DAYS AFTER BILLING. ANY UNPAID ASSESSMENTS SHALL BECOME A LIEN AGAINST ANY SUCH LOT IN DEFAULT UPON CERTIFICATION BY THE AGENT TO THE RECORDER OF HAMILTON COUNTY, OHIO. SUCH CERTIFICATION SHALL CONTAIN A DESCRIPTION OF THE PROPERTY, THE NAME OR NAMES OF THE OWNER, AND THE AMOUNT OF THE DELINQUENT ASSESSMENT. SAID LIEN SHALL REMAIN VALID FOR A PERIOD OF FIVE (5) YEARS AND MAY BE FORECLOSED BY THE AGENT ON BEHALF OF THE LOT OWNERS.

LOTS:

LOTS 7 THRU 12 OF COPPER CREEK SUBDIVISION SHALL EACH ENJOY THE BENEFITS OF AND BE SUBJECT TO A PERMANENT EASEMENT AS SHOWN ON THIS PLAT OF SUBDIVISION FOR DRAINAGE, WATER, SEWER, ELECTRIC, AND ALL UTILITY SERVICES, TOGETHER WITH THE USE OF THE PRIVATE DRIVE CONSTRUCTED THEREON TO PROVIDE INGRESS AND EGRESS TO ALL OF SAID LOTS TO AND FROM ADJUTING EXISTING RIGHT OF WAY. THE OWNERS AND SUCCESSORS IN TITLE TO EACH OF SAID LOTS, SHALL FROM TIME TO TIME, ELECT ONE OF THEIR NUMBER TO ACT AS AGENT FOR THE GROUP TO PROVIDE FOR PROPER MAINTENANCE AND REPAIR OF SAID PRIVATE DRIVE AND EMBANKMENT WHEN NECESSARY, RESTORE DRIVE AND EMBANKMENT TO ORIGINAL CONDITION AS CONSTRUCTED, AND INCLUDING SNOW REMOVAL, WEED AND GRASS CUTTING. SAID AGENT SHALL ASSESS ALL OF SAID COSTS EQUALLY AGAINST SAID LOT OWNERS, WHO SHALL PAY SUCH CHARGES TO THE AGENT WITHIN THIRTY (30) DAYS AFTER BILLING. ANY UNPAID ASSESSMENTS SHALL BECOME LIEN AGAINST ANY SUCH NAMES OF THE OWNER, AND THE AMOUNT OF THE DELINQUENT ASSESSMENT. SAID LIEN SHALL REMAIN VALID FOR A PERIOD OF FIVE (5) YEARS AND MAY BE FORECLOSED BY THE AGENT ON BEHALF OF THE LOT OWNERS.

LINE TABLE		
LINE	LENGTH	BEARING
L1	13.02'	S 79°40'32" E
L2	15.00'	N 86°27'43" E
L3	18.20'	N 48°26'15" W
L4	15.05'	N 48°26'15" W
L5	12.87'	N 48°26'15" W
L6	11.61'	N 48°26'15" W
L7	11.27'	N 48°26'15" W
L8	11.90'	N 48°26'15" W
L9	35.58'	N 74°03'05" E
L10	12.50'	N 04°38'55" E
L11	88.41'	N 85°21'05" W
L12	56.67'	N 02°13'14" W
L13	15.00'	S 87°46'46" W
L14	67.45'	S 02°13'14" E
L15	372.22'	S 24°42'01" E
L16	370.96'	S 24°42'01" E
L17	369.70'	S 24°42'01" E
L18	118.63'	S 19°27'58" E

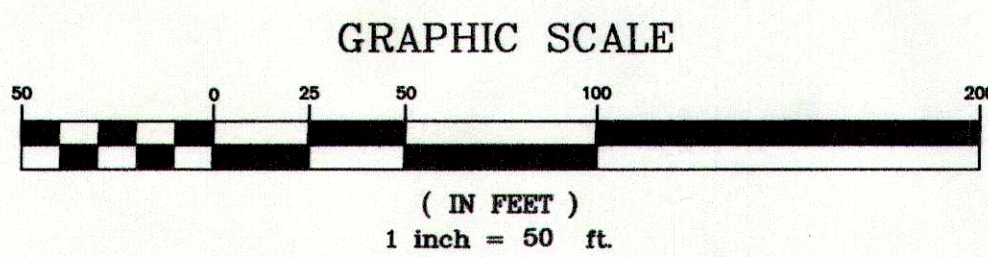
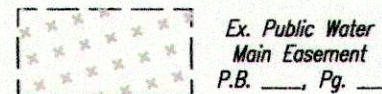
RECEIVED

AUG 06 2021

COLERAIN ZONING

CURVE TABLE				
CURVE	DELTA	RADIUS	LENGTH	CHORD
C1	44°36'30"	100.00'	77.86'	75.90'
C2	35°00'08"	100.00'	61.09'	60.14'
C3	50°08'07"	200.00'	175.01'	169.48'
C4	9°00'00"	200.00'	31.42'	31.38'
C5	5°14'03"	109.00'	9.96'	9.95'
C6	5°14'03"	103.00'	9.41'	9.41'
C7	5°14'03"	97.00'	8.86'	8.86'
C8	5°23'48"	66.00'	6.22'	6.21'
C9	45°00'21"	72.00'	56.56'	55.11'
C10	98°25'55"	78.00'	134.00'	118.12'
C11	25°35'25"	75.00'	33.50'	33.22'
C12	5°14'03"	115.00'	10.51'	10.50'
C13	45°00'21"	60.00'	47.13'	45.93'
C14	45°00'21"	90.00'	70.70'	68.89'
C15	5°14'03"	85.00'	7.77'	7.76'
C16	26°52'55"	45.00'	21.11'	20.92'
C17	0°38'22"	78.00'	0.87'	0.87'

MONUMENTATION LEGEND



RECORD PLAT

COPPER CREEK SUBDIVISION

SECTION-19, TOWN-2, RANGE-1

COLERAIN TOWNSHIP

HAMILTON COUNTY, OHIO

DATE: 9-12-18

DRAWN BY: J.C.

CHECKED BY: D.P.

SCALE: 1" = 50'

ABERCROMBIE & ASSOCIATES, INC.

Civil Engineering + Surveying

2377 Compton Road, Suite 120

Dayton, Ohio 45424

513-385-5757

www.abercrombie-associates.com

Job No. 14-0142

2

3

LOTS:

LOTS 7 THRU 12 OF COPPER CREEK SUBDIVISION SHALL EACH ENJOY THE BENEFITS OF AND BE SUBJECT TO A PERMANENT EASEMENT AS SHOWN ON THIS PLAN OF SUBDIVISION FOR DRAINAGE, WATER, SEWER, ELECTRIC, AND ALL UTILITY SERVICES, TOGETHER WITH THE USE OF THE PRIVATE DRIVE CONSTRUCTED THEREON TO PROVIDE INGRESS AND EGRESS TO ALL OF SAID LOTS TO AND FROM ABUTTING EXISTING RIGHT OF WAY. THE OWNERS AND SUCCESSORS IN TITLE TO EACH OF SAID LOTS, SHALL FROM TIME TO TIME, ELECT ONE OF THEIR NUMBER TO ACT AS AGENT FOR THE GROUP TO PROVIDE FOR PROPER MAINTENANCE AND REPAIR OF SAID PRIVATE DRIVE AND EMBANKMENT WHEN NECESSARY, RESTORE DRIVE AND EMBANKMENT TO ORIGINAL CONDITION AS CONSTRUCTED, AND INCLUDING SNOW REMOVAL, WEED AND GRASS CUTTING. SAID AGENT SHALL ASSESS ALL OF SAID COSTS EQUALLY AGAINST SAID LOT OWNERS, WHO SHALL PAY SUCH CHARGES TO THE AGENT WITHIN THIRTY (30) DAYS AFTER BILLING. ANY UNPAID ASSESSMENTS SHALL BECOME LIEN AGAINST ANY SUCH NAMES OF THE OWNER, AND THE AMOUNT OF THE DELINQUENT ASSESSMENT. SAID LIEN SHALL REMAIN VALID FOR A PERIOD OF FIVE (5) YEARS AND MAY BE FORECLOSED BY THE AGENT ON BEHALF OF THE LOT OWNERS.

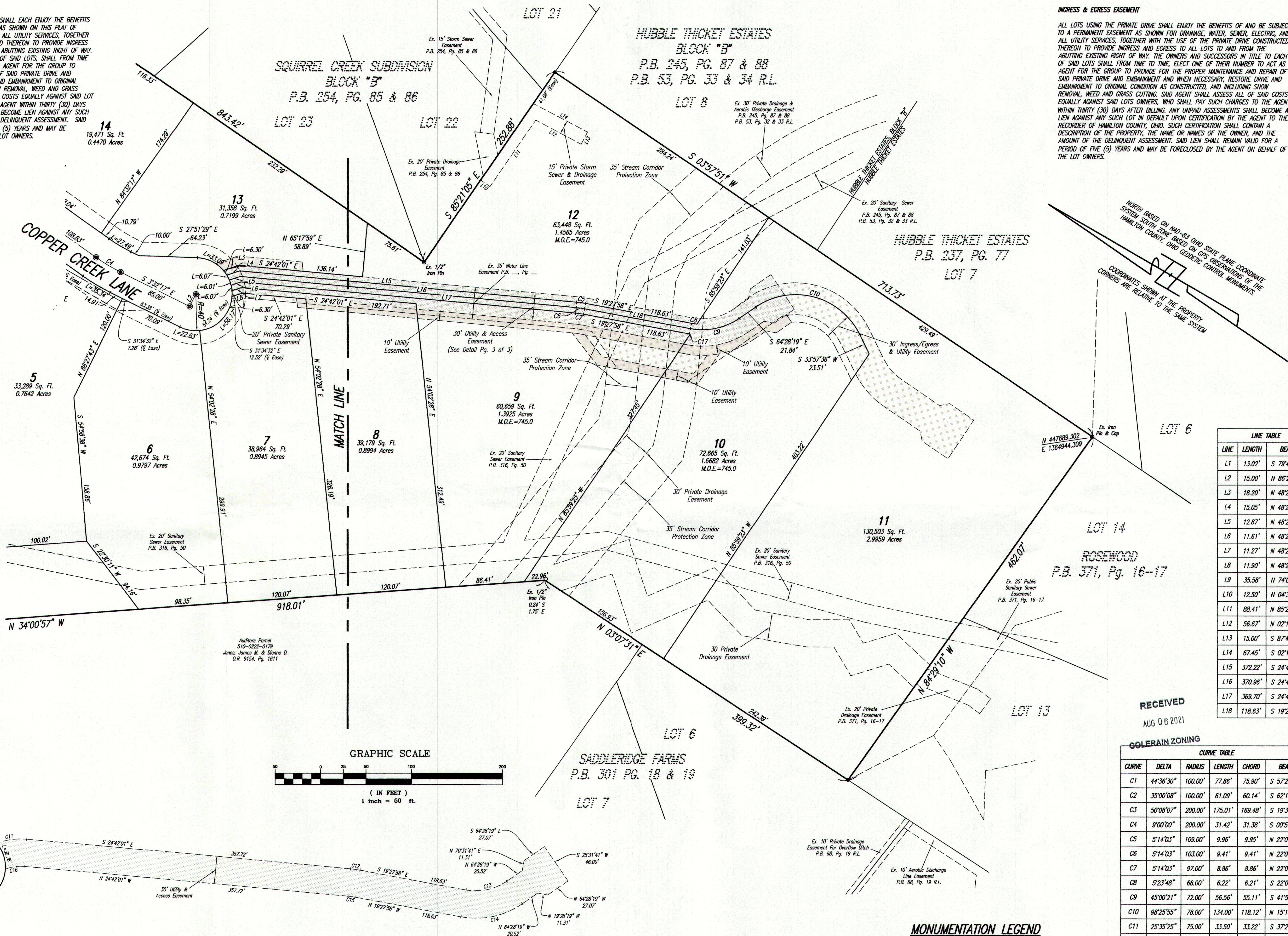
14
19,471 Sq. Ft.
0.4470 Acres

SQUIRREL CREEK SUBDIVISION
BLOCK "B"
P.B. 254, PG. 85 & 86

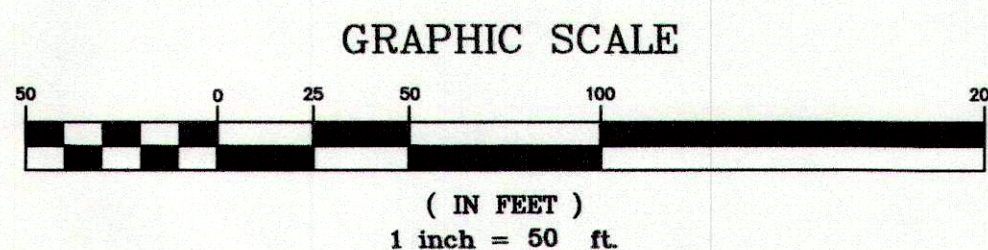
HUBBLE THICKET ESTATES
BLOCK "B"
P.B. 245, PG. 87 & 88
P.B. 53, PG. 33 & 34 R.L.

INGRESS & EGRESS EASEMENT

ALL LOTS USING THE PRIVATE DRIVE SHALL ENJOY THE BENEFITS OF AND BE SUBJECT TO A PERMANENT EASEMENT AS SHOWN FOR DRAINAGE, WATER, SEWER, ELECTRIC, AND ALL UTILITY SERVICES, TOGETHER WITH THE USE OF THE PRIVATE DRIVE CONSTRUCTED THEREON TO PROVIDE INGRESS AND EGRESS TO ALL LOTS TO AND FROM THE ABUTTING EXISTING RIGHT OF WAY. THE OWNERS AND SUCCESSORS IN TITLE TO EACH OF SAID LOTS SHALL FROM TIME TO TIME, ELECT ONE OF THEIR NUMBER TO ACT AS AGENT FOR THE GROUP TO PROVIDE FOR THE PROPER MAINTENANCE AND REPAIR OF SAID PRIVATE DRIVE AND EMBANKMENT AND WHEN NECESSARY, RESTORE DRIVE AND EMBANKMENT TO ORIGINAL CONDITION AS CONSTRUCTED, AND INCLUDING SNOW REMOVAL, WEED AND GRASS CUTTING. SAID AGENT SHALL ASSESS ALL OF SAID COSTS EQUALLY AGAINST SAID LOTS OWNERS, WHO SHALL PAY SUCH CHARGES TO THE AGENT WITHIN THIRTY (30) DAYS AFTER BILLING. ANY UNPAID ASSESSMENTS SHALL BECOME A LIEN AGAINST ANY SUCH LOT IN DEFAULT UPON CERTIFICATION BY THE AGENT TO THE RECORDER OF HAMILTON COUNTY, OHIO. SUCH CERTIFICATION SHALL CONTAIN A DESCRIPTION OF THE PROPERTY, THE NAME OR NAMES OF THE OWNER, AND THE AMOUNT OF THE DELINQUENT ASSESSMENT. SAID LIEN SHALL REMAIN VALID FOR A PERIOD OF FIVE (5) YEARS AND MAY BE FORECLOSED BY THE AGENT ON BEHALF OF THE LOT OWNERS.



Auditors Parcel
510-0222-0179
Jones, James M. & Diane D.
O.R. 9154, Pg. 1611



30' UTILITY AND ACCESS EASEMENT
1" = 50'

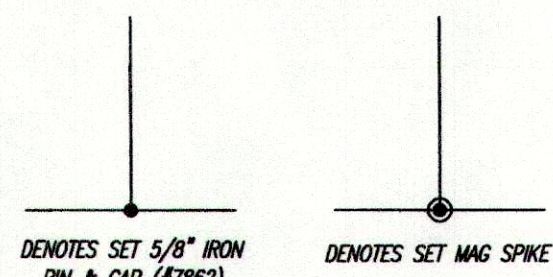
LINE TABLE		
LINE	LENGTH	BEARING
L1	13.02'	S 79°40'32" E
L2	15.00'	N 86°27'43" E
L3	18.20'	N 48°26'15" W
L4	15.05'	N 48°26'15" W
L5	12.87'	N 48°26'15" W
L6	11.61'	N 48°26'15" W
L7	11.27'	N 48°26'15" W
L8	11.90'	N 48°26'15" W
L9	35.58'	N 74°03'05" E
L10	12.50'	N 04°38'55" E
L11	88.41'	N 85°21'05" W
L12	56.67'	N 02°13'14" W
L13	15.00'	S 87°46'46" W
L14	67.45'	S 02°13'14" E
L15	372.22'	S 24°42'01" E
L16	370.96'	S 24°42'01" E
L17	369.70'	S 24°42'01" E
L18	118.63'	S 19°27'58" E

RECEIVED
AUG 06 2021

GOLRAIN ZONING

CURVE TABLE				
CURVE	DELTA	RADIUS	LENGTH	CHORD
C1	44°36'30"	100.00'	77.86'	75.90'
C2	35°00'08"	100.00'	61.09'	60.14'
C3	50°08'07"	200.00'	175.01'	169.48'
C4	9°00'00"	200.00'	31.42'	31.38'
C5	5°14'03"	109.00'	9.96'	9.95'
C6	5°14'03"	103.00'	9.41'	9.41'
C7	5°14'03"	97.00'	8.86'	8.86'
C8	5°23'48"	66.00'	6.22'	6.21'
C9	45°00'21"	72.00'	56.56'	55.11'
C10	98°25'35"	78.00'	134.00'	118.12'
C11	25°35'25"	75.00'	33.50'	33.22'
C12	5°14'03"	115.00'	10.51'	10.50'
C13	45°00'21"	60.00'	47.13'	45.93'
C14	45°00'21"	90.00'	70.70'	68.89'
C15	5°14'03"	85.00'	7.77'	7.76'
C16	26°52'55"	45.00'	21.11'	20.92'
C17	0°38'22"	78.00'	0.87'	0.87'

MONUMENTATION LEGEND



COPPER CREEK
SUBDIVISION

Date
9-12-18

Drawn By
J.C.

Checked By
D.P.

Scale
1" = 50'

REVISIONS
10-31-18

RECORD PLAT

COPPER CREEK SUBDIVISION
SECTION-19, TOWN-2, RANGE-1
COLERAIN TOWNSHIP
HAMILTON COUNTY, OHIO

Sheet Title

Project Title

Abercrombie
& Associates, Inc.
Civil Engineering + Surveying
3377 Cornelia Road, Suite 120
Cincinnati, Ohio 45251
www.abercrombie-associates.com

Job No.
14-0142

3

3

CONSENT ITEMS

Department: Fire

Department Director: Allen Walls, Fire Chief

Strategic Plan Goal: Strategic Goal #5: Continue to Provide High Quality Safety Services.

Promotion - EMS Captain - Department of Fire & EMS

Recommend approval of all consent items.

Rationale:

The recommendation to promote Lieutenant Eric Dauer to EMS Captain in the Administrative Bureau is to fill the vacancy created by the promotion of Battalion Chief Shane Packer. Lieutenant Dauer was the successful candidate following an internal process.

Contingent upon the adoption of the motion to promote Lieutenant Dauer, he would assume the role of EMS captain at an annual salary of \$88,704.00 (\$32.19 hourly) effective October 31, 2021.



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

October 7, 2021

Chief Walls,

As you know, a promotional process was conducted on October 6, 2021 to fill the EMS Captain's vacancy created by the earlier promotion of Shane Packer to Battalion Chief. Lt. Eric Dauer was the only candidate who applied for the vacancy.

Given that this was a promotional process and not a lateral transfer, a comprehensive evaluation was developed to measure the organizational fit and skillset of Lt. Dauer. A panel consisting of both internal and external stakeholders was created for this evaluation. In addition to myself, that panel consisted of the following individuals:

- B/C Shane Packer
- Dr. Don Locasto
- D/C Darren Mooney (Green Twp.)
- Tom Dietz (EMS Coordinator, Mercy West)
- Jennifer Ploeger

The evaluation consisted of a 10 question, in-depth interview and questioning period, as well as a presentation with a pre-determined assignment that required Lt. Dauer to describe, in detail, his vision for the department's EMS Division.

Lt. Dauer performed remarkably well in that assessment. Since Lt. Dauer was not being scored against another candidate for ranking purposes, the evaluation took on the form of a "recommendation for promotion" process. With that being said, Lt. Dauer received a unanimous recommendation for promotion from the panel.

Please allow this correspondence to act as my official recommendation that Lt. Dauer be promoted to EMS Captain from his current rank effective October 31, 2021. I have the utmost confidence that Lt. Dauer will serve our organization well in this capacity. I further believe that he displays the necessary skill sets to advance the mission of the organization taking the EMS Division to new heights.

Sincerely submitted,

Will Mueller, Assistant Fire Chief

It is our mission to provide first class all-hazards response and socially responsible programs to the citizens, businesses and visitors of Colerain Township with an engaged team of professionals that values involvement in our community.

**COLERAIN TOWNSHIP
EMPLOYEE STATUS CHANGE**

EMPLOYEE PROFILE

Employee Name: Eric Dauer Department: Fire & EMS
Board Approved Date: 10/26/2021 Date Effective: 10/31/2021

EMPLOYMENT CHANGES

New Hire: ☐ Job Title: _____ Supervisor: _____
Rehire: ☐ _____
Part-Time: ☐ Start Date: _____ End Date: _____
Full-Time: ☐ Start Date: _____ End Date: _____

CLASSIFICATION CHANGES

Change	Old Information	New Information
Transfer: ☐	Title/Dept: _____	Title/Dept: _____
Promotion: ☒	Title/Dept: <u>Lieutenant/Fire & EMS</u>	Title/Dept: <u>Captain/Fire & EMS</u>
Demotion: ☐	Title/Dept: _____	Title/Dept: _____
Title: ☐	Title/Dept: _____	Title/Dept: _____
Compensation	Hourly Wage/	Hourly Wage/
Salary: ☒	Salary: <u>\$84,764.00/\$30.76</u>	Salary: <u>\$88,704.00/\$32.19</u>
Status: _____	Status: _____	Status: _____

Other changes: _____

Lay Off: ☐ Retirement: ☐ Resignation: ☐ Termination: ☐

Items Returned: Purchasing Card ☐ Keys ☐ Badge ☐ Laptop/iPad ☐ Township Issued Gear ☐

Term Benefits: Medical ☐ Dental ☐ Vision ☐ EAP ☐ Voluntary ☐ Life ☐

Eligible for Notice of COBRA Rights? _____ Date Processed: _____

ADDITIONAL COMPENSATION/BENEFITS INFORMATION

Please List Any Additional Changes in Compensation or Benefits: _____

VERIFICATION OF CHANGES

Director Signature: _____ Date: _____ Verify Final ☐ Payout

Finance Director Signature: _____ Date: _____

CONSENT ITEMS

Department: Fire

Department Director: Allen Walls, Fire Chief

Strategic Plan Goal: Strategic Goal #5: Continue to Provide High Quality Safety Services.

Promotion - Fire Lieutenant - Department of Fire & EMS

Recommend ADOPTION of the Motion.

Rationale:

The recommendation to promote Firefighter/Paramedics

- Dennis (Brandon) Cable
- Richard Williams

to the position of Fire Lieutenant in the Operations Bureau is to fill current vacancies.

Contingent upon the adoption of the motion to promote Firefighter/Paramedics Cable and Williams, they would assume the role of Fire Lieutenant at an annual salary of \$84,764.00 (\$30.76 hourly) effective October 31, 2021.

**COLERAIN TOWNSHIP
EMPLOYEE STATUS CHANGE**

EMPLOYEE PROFILE

Employee Name: Dennis (Brandon) Cable

Department: Fire & EMS

Board Approved

Date: 10/26/2021

Date Effective: 10/31/2021

EMPLOYMENT CHANGES

New Hire: ☐

Job Title: _____

Supervisor: _____

Rehire: ☐

Part-Time: ☐

Start Date: _____

End Date: _____

Full-Time: ☐

Start Date: _____

End Date: _____

CLASSIFICATION CHANGES

Change	Old Information	New Information
Transfer: ☐	Title/Dept: _____	Title/Dept: _____
Promotion: ☒	Title/Dept: <u>Firefighter-Medic/Fire & EMS</u>	Title/Dept: <u>Lieutenant/Fire & EMS</u>
Demotion: ☐	Title/Dept: _____	Title/Dept: _____
Title: ☐	Title/Dept: _____	Title/Dept: _____
Compensation	Hourly Wage/	Hourly Wage/
Salary: ☒	Salary: <u>\$67,432.00/\$24.47</u>	Salary: <u>\$84,764.00/\$30.76</u>
Status: _____	Status: _____	Status: _____

Other changes: _____

Lay Off: ☐

Retirement: ☐

Resignation: ☐

Termination: ☐

Items Returned: Purchasing Card ☐ Keys ☐ Badge ☐ Laptop/iPad ☐ Township Issued Gear ☐

Term Benefits: Medical ☐ Dental ☐ Vision ☐ EAP ☐ Voluntary ☐ Life ☐

Eligible for Notice of
COBRA Rights? _____

Date
Processed: _____

ADDITIONAL COMPENSATION/BENEFITS INFORMATION

Please List Any Additional Changes in Compensation or Benefits: _____

VERIFICATION OF CHANGES

Director Signature: _____ Date: _____

Verify Final ☐ Payout

Finance Director Signature: _____ Date: _____

COLERAIN TOWNSHIP
EMPLOYEE STATUS CHANGE

EMPLOYEE PROFILE

Employee Name: Richard Williams

Department: Fire & EMS

Board Approved

Date: 10/26/2021

Date Effective: 10/31/2021

EMPLOYMENT CHANGES

New Hire: ☐

Job Title: _____

Supervisor: _____

Rehire: ☐

Part-Time: ☐

Start Date: _____

End Date: _____

Full-Time: ☐

Start Date: _____

End Date: _____

CLASSIFICATION CHANGES

Change	Old Information	New Information
Transfer: ☐	Title/Dept: _____	Title/Dept: _____
Promotion: ☒	Title/Dept: <u>Firefighter-Medic/Fire & EMS</u>	Title/Dept: <u>Lieutenant/Fire & EMS</u>
Demotion: ☐	Title/Dept: _____	Title/Dept: _____
Title: ☐	Title/Dept: _____	Title/Dept: _____
Compensation	Hourly Wage/	Hourly Wage/
Salary: ☒	Salary: <u>\$64,898.00/\$23.55</u>	Salary: <u>\$84,764.00/\$30.76</u>
Status: _____	Status: _____	Status: _____

Other changes: _____

Lay Off: ☐

Retirement: ☐

Resignation: ☐

Termination: ☐

Items Returned: Purchasing Card ☐ Keys ☐ Badge ☐ Laptop/iPad ☐ Township Issued Gear ☐

Term Benefits: Medical ☐ Dental ☐ Vision ☐ EAP ☐ Voluntary ☐ Life ☐

Eligible for Notice of
COBRA Rights? _____

Date
Processed: _____

ADDITIONAL COMPENSATION/BENEFITS INFORMATION

Please List Any Additional Changes in Compensation or Benefits: _____

VERIFICATION OF CHANGES

Director Signature: _____ Date: _____ Verify Final ☐ Payout

Finance Director Signature: _____ Date: _____

CONSENT ITEMS

Department: Fire

Department Director: Allen Walls, Fire Chief

Strategic Plan Goal: 2021 Township Strategic Goals - Goal Number Five: Continue to Provide High Quality Safety Services.

Promotion - Full-Time Firefighters - Department of Fire & EMS

Recommend approval of all consent items.

Rationale:

The position of full-time firefighter was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individuals:

- Brandan Barnes
- Zack May
- James Riley
- Toni Vandegraft
- David Wegman

The wage for this job is \$17.75 per hour for 53 hours per week. Contingent upon Board approval, they would be eligible to begin work on October 31, 2021.

**COLERAIN TOWNSHIP
EMPLOYEE STATUS CHANGE**

EMPLOYEE PROFILE

Employee Name: Zack May
Board Approved
Date: 10/26/2021

Department: Fire & EMS
Date Effective: 10/31/2021

EMPLOYMENT CHANGES

New Hire: ☐ Job Title: FT Firefighter/EMT Supervisor: Chief Allen Walls
Rehire: ☐
Part-Time: ☐ Start Date: _____ End Date: 10/30/2021
Full-Time: ☒ Start Date: 10/31/2021

CLASSIFICATION CHANGES

Change	Old Information	New Information
Transfer: ☐	Title/Dept: _____	Title/Dept: _____
Promotion: ☒	Title/Dept: <u>Part-Time Firefighter/EMT</u>	Title/Dept: <u>Full-Time Firefighter/Medic Fire</u>
Demotion: ☐	Title/Dept: _____	Title/Dept: _____
Title: ☐	Title/Dept: _____	Title/Dept: _____
Salary: ☒	Salary: <u>\$14.94 hourly</u>	Salary: <u>\$48,926.00/\$17.75</u>
Status: ☐	Status: _____	Status: _____

Other changes: _____

Lay Off: ☐ Retirement: ☐ Resignation: ☐ Termination: ☐

Items Returned: Purchasing Card ☐ Keys ☐ Badge ☐ Laptop/iPad ☐ Township Issued Gear ☐

Term Benefits: Medical ☐ Dental ☐ Vision ☐ EAP Voluntary ☐ Life ☐

Eligible for Notice of
COBRA Rights? _____ Date
Processed: _____

ADDITIONAL COMPENSATION/BENEFITS INFORMATION

Please List Any Additional Changes in Compensation or Benefits:

VERIFICATION OF CHANGES

Administrator or Director Signature: _____ Date: _____

Finance Director: _____ Date: _____ Verify Final Payout ☐

COLERAIN TOWNSHIP EMPLOYEE STATUS CHANGE

EMPLOYEE PROFILE

Employee Name: James Riley Department: Fire & EMS
 Board Approved _____
 Date: 10/26/2021 Date Effective: 10/31/2021

EMPLOYMENT CHANGES

New Hire: ☐ Job Title: FT Firefighter/EMT Supervisor: Chief Allen Walls
 Rehire: ☐
 Part-Time: ☐ Start Date: _____ End Date: 10/30/2021
 Full-Time: ☒ Start Date: 10/31/2021

CLASSIFICATION CHANGES

Change	Old Information	New Information
Transfer: ☐	Title/Dept: _____	Title/Dept: _____
Promotion: ☒	Title/Dept: <u>Part-Time Firefighter/EMT</u>	Title/Dept: <u>Full-Time Firefighter/Medic Fire</u>
Demotion: ☐	Title/Dept: _____	Title/Dept: _____
Title: ☐	Title/Dept: _____	Title/Dept: _____
Salary: ☒	Salary: <u>\$14.94 hourly</u>	Salary: <u>\$48,926.00/\$17.75</u>
Status: ☐	Status: _____	Status: _____

Other changes: _____

Lay Off: ☐ Retirement: ☐ Resignation: ☐ Termination: ☐

Items Returned: Purchasing Card ☐ Keys ☐ Badge ☐ Laptop/iPad ☐ Township Issued Gear ☐

Term Benefits: Medical ☐ Dental ☐ Vision ☐ EAP ☐ Voluntary ☐ Life ☐

Eligible for Notice of _____ Date
 COBRA Rights? _____ Processed: _____

ADDITIONAL COMPENSATION/BENEFITS INFORMATION

Please List Any Additional Changes in Compensation or Benefits:

VERIFICATION OF CHANGES

Administrator or Director Signature: _____ Date: _____

Finance Director: _____ Date: _____ Verify Final Payout ☐

COLERAIN TOWNSHIP EMPLOYEE STATUS CHANGE

EMPLOYEE PROFILE

Employee Name: David Wegman Department: Fire & EMS
 Board Approved Date: 10/26/2021 Date Effective: 10/31/2021

EMPLOYMENT CHANGES

New Hire: ☐ Job Title: FT Firefighter/EMT Supervisor: Chief Allen Walls
 Rehire: ☐
 Part-Time: ☐ Start Date: _____ End Date: 10/30/2021
 Full-Time: ☒ Start Date: 10/31/2021

CLASSIFICATION CHANGES

Change	Old Information	New Information
Transfer: ☐	Title/Dept: _____	Title/Dept: _____
Promotion: ☒	Title/Dept: <u>Part-Time Firefighter/EMT</u>	Title/Dept: <u>Full-Time Firefighter/Medic Fire</u>
Demotion: ☐	Title/Dept: _____	Title/Dept: _____
Title: ☐	Title/Dept: _____	Title/Dept: _____
Salary: ☒	Salary: <u>\$14.94 hourly</u>	Salary: <u>\$48,926.00/\$17.75</u>
Status: ☐	Status: _____	Status: _____

Other changes: _____

Lay Off: ☐ Retirement: ☐ Resignation: ☐ Termination: ☐

Items Returned: Purchasing Card ☐ Keys ☐ Badge ☐ Laptop/iPad ☐ Township Issued Gear ☐

Term Benefits: Medical ☐ Dental ☐ Vision ☐ EAP Voluntary ☐ Life ☐

Eligible for Notice of COBRA Rights? _____ Date Processed: _____

ADDITIONAL COMPENSATION/BENEFITS INFORMATION

Please List Any Additional Changes in Compensation or Benefits:

VERIFICATION OF CHANGES

Administrator or Director Signature: _____ Date: _____

Finance Director: _____ Date: _____ Verify Final Payout ☐

COLERAIN TOWNSHIP

EMPLOYEE STATUS CHANGE

EMPLOYEE PROFILE

Employee Name: Toni Vandegraft Department: Fire & EMS
 Board Approved _____
 Date: 10/26/2021 Date Effective: 10/31/2021

EMPLOYMENT CHANGES

New Hire: ☐ Job Title: FT Firefighter/EMT Supervisor: Chief Allen Walls
 Rehire: ☐
 Part-Time: ☐ Start Date: _____ End Date: 10/31/2021
 Full-Time: ☒ Start Date: 10/30/2021

CLASSIFICATION CHANGES

Change	Old Information	New Information
Transfer: ☐	Title/Dept: _____	Title/Dept: _____
Promotion: ☒	Title/Dept: <u>Part-Time Firefighter/EMT</u>	Title/Dept: <u>Full-Time Firefighter/Medic Fire</u>
Demotion: ☐	Title/Dept: _____	Title/Dept: _____
Title: ☐	Title/Dept: _____	Title/Dept: _____
Salary: ☒	Salary: <u>\$14.94 hourly</u>	Salary: <u>\$48,926.00/\$17.75</u>
Status: ☐	Status: _____	Status: _____

Other changes: _____

Lay Off: ☐ Retirement: ☐ Resignation: ☐ Termination: ☐

Items Returned: Purchasing Card ☐ Keys ☐ Badge ☐ Laptop/iPad ☐ Township Issued Gear ☐

Term Benefits: Medical ☐ Dental ☐ Vision ☐ EAP ☐ Voluntary ☐ Life ☐

Eligible for Notice of _____ Date
 COBRA Rights? _____ Processed: _____

ADDITIONAL COMPENSATION/BENEFITS INFORMATION

Please List Any Additional Changes in Compensation or Benefits:

VERIFICATION OF CHANGES

Administrator or Director Signature: _____ Date: _____

Finance Director: _____ Date: _____ Verify Final Payout ☐

COLERAIN TOWNSHIP EMPLOYEE STATUS CHANGE

EMPLOYEE PROFILE

Employee Name: Brandan Barnes Department: Fire & EMS
 Board Approved Date: 10/26/2021 Date Effective: 10/31/2021

EMPLOYMENT CHANGES

New Hire: ☐ Job Title: FT Firefighter/EMT Supervisor: Chief Allen Walls
 Rehire: ☐
 Part-Time: ☐ Start Date: _____ End Date: 10/30/2021
 Full-Time: ☒ Start Date: 10/31/2021

CLASSIFICATION CHANGES

Change	Old Information	New Information
Transfer: ☐	Title/Dept: _____	Title/Dept: _____
Promotion: ☒	Title/Dept: <u>Part-Time Firefighter/EMT</u>	Title/Dept: <u>Full-Time Firefighter/Medic Fire</u>
Demotion: ☐	Title/Dept: _____	Title/Dept: _____
Title: ☐	Title/Dept: _____	Title/Dept: _____
Salary: ☒	Salary: <u>\$14.94 hourly</u>	Salary: <u>\$48,926.00/\$17.75</u>
Status: ☐	Status: _____	Status: _____

Other changes: _____

Lay Off: ☐ Retirement: ☐ Resignation: ☐ Termination: ☐

Items Returned: Purchasing Card ☐ Keys ☐ Badge ☐ Laptop/iPad ☐ Township Issued Gear ☐

Term Benefits: Medical ☐ Dental ☐ Vision ☐ EAP Voluntary ☐ Life ☐

Eligible for Notice of COBRA Rights? _____ Date Processed: _____

ADDITIONAL COMPENSATION/BENEFITS INFORMATION

Please List Any Additional Changes in Compensation or Benefits:

VERIFICATION OF CHANGES

Administrator or Director Signature: _____ Date: _____

Finance Director: _____ Date: _____ Verify Final Payout ☐

CONSENT ITEMS

Department: Fire

Department
Director:

Strategic Plan Strategic Goal #5: Continue to Provide High Quality Safety Services.
Goal:

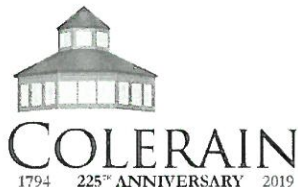
New Hire - Part-Time Firefighter/Paramedic - Department of Fire & EMS

Recommend approval of all consent items.

Rationale:

The position of Part-Time Firefighter/Paramedic was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individual: Terrah Stuckey.

The wage for this job is \$16.41 per hour for 30 hours per week. Contingent upon Board approval, she would be eligible to begin work on October 31, 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 10/26/2021

Job Code: 130- PT Firefighter Position Number: 2416- Firefighter EMT

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: Terrah Stuckey

Hourly rate: \$16.41 Employee Supervisor: Bradley Miller

Min/Max hours/week: 30

Proposed start date: October 31, 2021 Eligibility Date: October 31, 2021

Tentative schedule of hours: Rotating 24 hours once per week

Does this position supervise staff? ☐ Yes ☒ No

Comments: Part-time Firefighter Paramedic

Department Head Name: Allen Walls

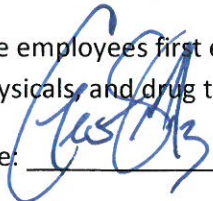
Signature: Allen Walls

Date: October 18, 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: October 31, 2021

Administrator Signature: 

Date: 10.18.21

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: Rolling Process

Date posting closed: Open

Interview Committee: Will Mueller, Brad Miller

Interview dates: October 7, 2021

Number of applications: 1

Number of candidates interviewed: 1

CONSENT ITEMS

Department: Fire

Department Director: Allen Walls, Fire Chief

Strategic Plan Goal: Strategic Goal #5: Continue to Provide High Quality Safety Services.

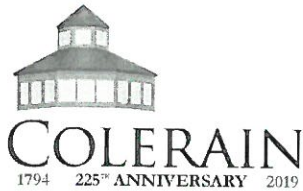
New Hire - Part-Time Firefighter/EMT - Department of Fire & EMS

Recommend approval of all consent items.

Rationale:

The position of Part-Time Fire Fighter/EMT was posted, applications were received and interviews conducted. A conditional offer of employment was extended to the following individual: Savanna Brown.

The wage for this job is \$14.94 per hour for 30 hours per week. Contingent upon Board approval, she would be eligible to begin work on October 31, 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 10/26/2021

Job Code: 129- PT Firefighter EMT Position Number: 2441- PT Firefighter EMT

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: Savanna Brown

Hourly rate: \$14.94 Employee Supervisor: Bradley Miller

Min/Max hours/week: 30

Proposed start date: October 31, 2021 Eligibility Date: October 27, 2021 following Trustee approval

Tentative schedule of hours: Rotating 24 hours once per week

Does this position supervise staff? ☐ Yes ☒ No

Comments: Part-time Firefighter EMT-B

Department Head Name: Allen Walls

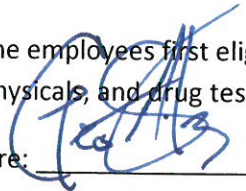
Signature: Allen Walls

Date: September 24, 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: 10/26/2021

Administrator Signature: 

Date: 10.18.21

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: June 1, 2020

Date posting closed: September 1, 2020

Interview Committee: Jennifer Ploeger, Chris Hopkins, Allen Coley, Brad Miller

Interview dates: November 16, 2020

Number of applications: 92

Number of candidates interviewed: 30

CONSENT ITEMS

Department: Police

Department Director: Mark Denney, Police Chief

Strategic Plan Goal: Strategic Goal #5: Continue to Provide High Quality Safety Services

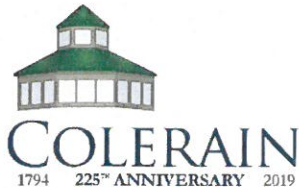
New Hire - Police Officer - Police Department

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: Nick Weber .

The wage for this job is \$25.48 per hour for 40 hours per week. Contingent upon Board approval, he would be eligible to begin work on October 27, 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 10/5/2021

Job Code: 146- Uniformed Police Officer Position Number: 4052- Uniformed Police 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: Nick Weber

Hourly rate: \$25.48 Employee Supervisor: Edwin Cordie

Min/Max hours/week: 40

Proposed start date: 10/06/21 Eligibility Date: 10/06/2021

Tentative schedule of hours: 40 per week

Does this position supervise staff? ☐ Yes ☒ No

Comments: NA

Department Head Name: Mark Denney

Signature: _____

Date: 10/1/2021

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: 3/21/2021

Administrator Signature: _____

Date: 10/4/21

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 Process

Date posting closed: Ongoing Process

Interview Committee: Ed Cordie, Joseph Hendricks, Brent Wethington, Nick Robers, Kristin Stenger

Interview dates: 8/4/21

Number of applications: 112

Number of candidates interviewed: 112

CONSENT ITEMS

Department: Administration

Department Director: Geoff Milz, Administrator

Strategic Plan Goal: Strategic Goal #2: Engage the New Economy with Green Initiatives

Donation Acceptance - Public Services - \$5,000

Recommend approval of all consent items.

Rationale:

Colerain Township is grateful for a \$5,000 Duke Energy Local Impact Grant/donation from the Duke Energy Foundation to plant street trees throughout the community.

CONSENT ITEMS

Department: Administration

Department Director: Geoff Milz, Administrator

Strategic Plan Goal: Strategic Goal #6: Continuously Improve the Operations of the Township

Contract - T-Mobile - Cell Tower Lease Amendment

Recommend approval of all consent items.

Rationale:

This contract is an amendment to the Township's lease agreement with T-Mobile which allows for the addition of a generator at their cellular tower location at 4200 Springdale Rd.

FIRST AMENDMENT TO LEASE AGREEMENT

THIS FIRST AMENDMENT TO LEASE AGREEMENT ("1st Amendment") is made and entered into on _____, 201__ ("Effective Date"), by and between Board of Township Trustees of Colerain Township, Hamilton County, Ohio ("Landlord "), and T-Mobile Central LLC, a Delaware limited liability company, successor-in-interest to GTE Wireless of the Midwest Incorporated, and Indiana Corporation ("Tenant") (Collectively the "Parties").

Recitals

The Parties hereto recite, declare and agree as follows:

A. Landlord and Tenant entered into a LEASE AGREEMENT, dated April 22, 1998 (collectively the "Lease") for leased premises (the "Premises") located at 6000 Thompson Road Cincinnati, OH 45247 (the "Property").

B. Landlord and Tenant desire to enter into this 1st Amendment in order to modify and amend certain provisions of the Lease.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Landlord and Tenant covenant and agree as follows:

1. Landlord Consent. Landlord hereby grants Tenant the right and consents to Tenant's expansion of the Premises and the installation of a new backup generator as described and depicted in on Exhibit "A1", which is attached hereto and by this reference incorporated herein, which equipment shall be considered part of the "Antenna Facilities" under the Lease.

2. Intentionally Omitted.

3. Tenant's Notice Address. Tenant's notice addresses in the Lease are deleted in their entirety and replaced with the following:

If to Tenant:

T-Mobile USA, Inc.
12920 S.E. 38th Street
Bellevue, WA 98006
Attn.: Lease Compliance
Site No. CI14050A

4. Landlord Obligations. Notwithstanding anything to the contrary contained in the Lease, Landlord shall be responsible, at its sole cost and expense, for maintaining all portions of the Property in good order and condition and in compliance with all applicable laws, including without limitation, the roof, any support structure owned by Landlord, HVAC, plumbing, elevators, landscaping and common areas.

5. Assignment. Section 14 of the Lease is hereby modified to include the following provisions

Landlord shall have the right to assign and transfer this Lease only to a successor owner of the Property. Only upon Tenant's receipt of written verification of a sale, or transfer of the Property shall Landlord be relieved of all liabilities and obligations and Tenant shall look solely to the new Landlord for performance under this Lease. Landlord shall not attempt to assign, or otherwise transfer this Lease separate from a transfer of ownership of the Property (the "**Severance Transaction**"), without the prior written consent of Tenant, which consent may be withheld or conditioned in Tenant's sole discretion. If Tenant consents to a Severance

Transaction, Landlord and its successors and assigns shall remain jointly and severally responsible for the performance of all duties and obligations of the Landlord under this Lease. Subject to Tenant's consent as required above, however, if a Severance Transaction occurs, Landlord and its successors and assigns shall remain responsible for the performance of all of the on-going duties and obligations of the Landlord under this Lease, including, without limitation, any provisions relating to the furnishing of access or utilities and neither Landlord nor its assignee or any Rent payee shall suffer or permit any interference with Tenant's rights or operations of the Antenna Facilities. A Severance Transaction shall not modify the terms of this Lease in any way.

6. Terms; Conflicts. The terms and conditions of the Lease are incorporated herein by this reference, and capitalized terms used in this 1st Amendment shall have the same meanings such terms are given in the Lease. Except as specifically set forth herein, this 1st Amendment shall in no way modify, alter or amend the remaining terms of the Lease, all of which are ratified by the parties and shall remain in full force and effect. To the extent there is any conflict between the terms and conditions of the Lease and this 1st Amendment, the terms and conditions of this 1st Amendment will govern and control.

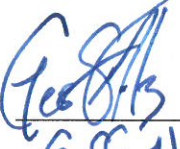
7. Approvals. Landlord represents and warrants to Tenant that the consent or approval of no third party, including, without limitation, a lender, is required with respect to the execution of this 1st Amendment, or if any such third party consent or approval is required, Landlord has obtained any and all such consents or approvals.

8. Authorization. The persons who have executed this 1st Amendment represent and warrant that they are duly authorized to execute this 1st Amendment in their individual or representative capacity as indicated.

IN WITNESS WHEREOF, the Parties have executed this 1st Amendment on the day and year first written above.

Landlord :
**Board of Township Trustees of Colerain
Township, Hamilton County, Ohio**

Tenant:
**T-Mobile Central LLC, a Delaware limited
liability company**

By: 
Name: Geoff Miller
Title: Twp. Administrator
Date: 10.15.21

By: _____
Name: _____
Title: _____
Date: _____

EXHIBIT A1

[illegible]

INTENT

- THESE CONSTRUCTION DRAWINGS DESCRIBE THE WORK TO BE DONE & THE MATERIALS TO BE FURNISHED FOR CONSTRUCTION.
- THE INTENTION OF THE DOCUMENTS IS TO PROVIDE GENERAL INFORMATION TO THE CONTRACTOR FOR THE PROPER EXECUTION AND COMPLETION OF THE WORK STIPULATED IN THE CONTRACT.
- THE PURPOSE OF THE SPECIFICATIONS IS TO INTERPRET THE INTENT OF THE DRAWINGS & TO DESIGNATE THE METHOD OF THE PROCEDURE, TYPE AND QUALITY OF MATERIALS REQUIRED TO COMPLETE THE WORK.
- MINOR DEVIATIONS FROM THE DESIGN LAYOUT ARE ANTICIPATED & SHALL BE CONSIDERED AS PART OF THE WORK. NO CHANGES THAT ALTER THE CHARACTER OF THE WORK WILL BE MADE OR PERMITTED BY THE OWNER WITHOUT ISSUING A CHANGE ORDER.

CONFLICTS

- THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFICATION OF ALL MEASUREMENTS AT THE SITE BEFORE ORDERING ANY MATERIALS FOR DOING ANY WORK. NO EXTRA CHARGE OR COMPENSATION SHALL BE ALLOWED DUE TO DIFFERENCE BETWEEN ACTUAL DIMENSIONS AND DIMENSIONS INDICATED IN THE CONSTRUCTION DRAWINGS. ANY DISCREPANCIES IN THE CONSTRUCTION DRAWINGS, WHICH MAY BE FOUND, SHALL BE SUBMITTED TO THE OWNER FOR CONSIDERATION BEFORE THE CONTRACTOR PROCEEDS WITH THE WORK IN THE AFFECTED AREAS.
- THE BIDDER, IF AWARDED THE CONTRACT, WILL NOT BE ALLOWED ANY EXTRA COMPENSATION BY REASON OF ANY MATTER OR THING CONCERNING WHICH SUCH BIDDER MIGHT HAVE FULLY INFORMED THEMSELVES PRIOR TO THE BIDDING.
- NO PLEA OF IGNORANCE OF CONDITIONS THAT EXIST, OR OF DIFFICULTIES OR CONDITIONS THAT MAY BE ENCOUNTERED OR ANY OTHER RELEVANT MATTER CONCERNING THE WORK TO BE PERFORMED IN THE EXECUTION OF THE WORK WILL BE ACCEPTED AS AN EXCUSE FOR ANY FAILURE OR OMISSION ON THE PART OF THE CONTRACTOR TO FULFILL EVERY DETAIL OF ALL THE REQUIREMENTS OF THE CONTRACT DOCUMENTS GOVERNING THE WORK.

WARRANTIES & BONDS

- CONTRACTOR IS RESPONSIBLE FOR APPLICATION AND PAYMENT OF CONTRACTOR LICENSES AND BONDS, AS REQUIRED BY T-MOBILE.
- SEE MASTER CONTRACTOR SERVICES AGREEMENT FOR ADDITIONAL DETAILS.

CLEAN UP

- THE CONTRACTOR SHALL AT ALL TIMES KEEP THE SITE FREE FROM ACCUMULATION OF WASTE MATERIALS OR RUBBISH CAUSED BY THEIR EMPLOYEES AT WORK. AT THE COMPLETION OF THE WORK THEY SHALL REMOVE ALL RUBBISH FROM AND ABOUT THE BUILDING INCLUDING ALL DEBRIS TO THE SITE. SUCH DEBRIS INCLUDING RUBBISH, DEBRIS, AND SHALL LEAVE THEIR WORK CLEAN AND READY FOR USE.
- VISUALLY INSPECT EXTERIOR SURFACES AND REMOVE ALL TRACES OF SOIL, WASTE MATERIALS, SLUDGES AND OTHER FOREIGN MATTER.
- REMOVE ALL TRACES OF SPASHED MATERIALS FROM ADJACENT SURFACES.
- IF NECESSARY TO ACHIEVE A UNIFORM DEGREE OF CLEANLINESS, HOSE DOWN THE EXTERIOR OF THE STRUCTURE.

CHANGE ORDER PROCEDURE

- CHANGE ORDERS MAY BE INITIATED BY THE OWNER AND/OR THE CONTRACTOR INVOLVED. THE CONTRACTOR UPON VERBAL REQUEST FROM THE OWNER SHALL PREPARE A WRITTEN PROPOSAL DESCRIBING THE CHANGE IN WORK OR MATERIALS AND ANY CHANGES IN THE CONTRACT AMOUNT AND PRESENT TO THE OWNER WITHIN 72 HOURS FOR APPROVAL. SUBMITTAL REQUESTS MUST BE ACCOMPANIED BY CONSTRUCTION DRAWINGS, WHICH MAY BE REQUIRED FOR CHANGE ORDER PROPOSALS. ANY CHANGES IN THE SCOPE OF WORK OR MATERIALS WHICH ARE PERFORMED BY THE CONTRACTOR WITHOUT A WRITTEN CHANGE ORDER AS DESCRIBED AND APPROVED BY THE OWNER SHALL PLACE FULL RESPONSIBILITY OF THESE ACTIONS ON THE CONTRACTOR.

RELATED DOC'S & COORDINATION

- GENERAL CONSTRUCTION, ELECTRICAL AND ANTENNA DRAWINGS ARE INTERRELATED. IN PERFORMANCE OF THE WORK, THE CONTRACTOR MUST REFER TO ALL DRAWINGS AND ALL COORDINATION SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFYING ALL GOVERNING AGENCIES THAT REQUIRE NOTIFICATION AND/OR SITE INSPECTION OF THE WORK.

SHOP DRAWINGS

- CONTRACTOR SHALL SUBMIT SHOP DRAWINGS AS REQUIRED AND LISTED IN THESE DRAWINGS TO THE OWNER FOR APPROVAL.
- ALL SHOP DRAWINGS SHALL BE REVIEWED, CHECKED AND CORRECTED BY CONTRACTOR PRIOR TO SUBMITTAL TO THE OWNER.
- DO NOT SCALE DRAWINGS. USE DIMENSIONS.
- ON DRAWING PLANS, THE NORTH ARROW SHOWN INDICATES "TRUE" NORTH. CONTRACTORS SHALL VERIFY TRUE NORTH AND INFORM CONSTRUCTION MANAGER OF ANY DISCREPANCIES BEFORE STARTING CONSTRUCTION.

STORAGE

- ALL MATERIALS MUST BE STORED IN A LEVEL AND DRY FASHION AND IN A MANNER THAT DOES NOT NECESSARILY OBSTRUCT THE FLOW OF OTHER WORK.
- STORAGE METHOD MUST MEET ALL RECOMMENDATIONS OF THE ASSOCIATED MANUFACTURER.

CODE COMPLIANCE

- ALL WORK SHALL BE IN ACCORDANCE WITH APPLICABLE LOCAL, STATE AND FEDERAL REGULATIONS. THESE SHALL INCLUDE, BUT ARE NOT LIMITED TO THE LATEST VERSION OF THE FOLLOWING:

EIA/TIA - 222-G4 (INCL. ADDENDUM #1)
2005 OHIO BUILDING CODE (IBC)
NATIONAL ELECTRICAL CODE (NEC) W/LOCAL AMEND. 2014
LIFE/SAFE OHIO SAFETY CODE (2009 FC)

ADMINISTRATION

- BEFORE THE COMMENCEMENT OF ANY WORK, THE CONTRACTOR WILL ASSIGN A PROJECT MANAGER WHO WILL ACT AS A SINGLE POINT OF CONTACT FOR ALL PERSONNEL INVOLVED IN THIS PROJECT. THIS PROJECT MANAGER WILL DEVELOP A MASTER SCHEDULE FOR THE PROJECT WHICH WILL BE SUBMITTED TO THE OWNER PRIOR TO THE COMMENCEMENT OF ANY WORK.
- PRIOR TO COMMENCING CONSTRUCTION, THE OWNER SHALL SCHEDULE AN ON-SITE MEETING WITH ALL MAJOR PARTIES. THIS WOULD INCLUDE, THOUGH NOT LIMITED TO, THE OWNER, PROJECT MANAGER, CONTRACTOR, PROPERTY OWNER REPRESENTATIVE, LOCAL UTILITY COMPANY AND CONSTRUCTION FOREMAN.
- THE CONTRACTOR SHALL BE EQUIPPED WITH SOME MEANS OF CONSTANT COMMUNICATIONS, SUCH AS MOBILE PHONE OR A BEEPER. THIS EQUIPMENT WILL NOT BE SUPPLIED BY THE OWNER, NOR WILL WIRELESS SERVICE BE ARRANGED.
- THE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING ADEQUATE SIGNS, BARRICADES, TRAFFIC CONTROL DEVICES, AND OTHER SAFETY MEASURES THAT ARE NECESSARY TO PROTECT THE SAFETY OF THE SITE AT ALL TIMES.
- DURING CONSTRUCTION, THE CONTRACTOR MUST ENSURE THAT EMPLOYEES AND SUBCONTRACTORS WEAR SAFETY GEAR WHILE ON SITE. THE CONTRACTOR WILL COMPLY WITH ALL SAFETY REQUIREMENTS REFERRED TO IN THE MASTER AGREEMENT.
- A COMPLETE INVENTORY OF CONSTRUCTION MATERIALS AND EQUIPMENT IS REQUIRED PRIOR TO START OF CONSTRUCTION.

PRECISION DEVELOPMENT GROUP

STATE OF OHIO
KENNETH D. COVANN
E-55633
REGISTERED PROFESSIONAL ENGINEER
8-26-21

MOBILE: SITE NUMBER: CT14051A

SITE NAME: COLERAIN

6000 THOMPSON ROAD
CINCINNATI, OHIO 45241
HAMILTON COUNTY

130'x130' SELF-SUPPORT TWR

ALL DRAWINGS AND SPECIFICATIONS ARE THE PROPERTY OF PRECISION DEVELOPMENT GROUP. NO PART OF THIS DOCUMENT IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF PRECISION DEVELOPMENT GROUP. THIS DOCUMENT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN.

ISSUED FOR:
REV. DATE: 08-26-21
BY: KDC
REV. DATE: 08-26-21
BY: KDC
REV. DATE: 08-26-21
BY: KDC

PRECISION DEVELOPMENT GROUP

STATE OF OHIO
KENNETH D. COVANN
E-55633
REGISTERED PROFESSIONAL ENGINEER
8-26-21

MOBILE: SITE NUMBER: CT14051A

SITE NAME: COLERAIN

6000 THOMPSON ROAD
CINCINNATI, OHIO 45241
HAMILTON COUNTY

130'x130' SELF-SUPPORT TWR

ALL DRAWINGS AND SPECIFICATIONS ARE THE PROPERTY OF PRECISION DEVELOPMENT GROUP. NO PART OF THIS DOCUMENT IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF PRECISION DEVELOPMENT GROUP. THIS DOCUMENT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN.

ISSUED FOR:
REV. DATE: 08-26-21
BY: KDC
REV. DATE: 08-26-21
BY: KDC
REV. DATE: 08-26-21
BY: KDC

PRECISION DEVELOPMENT GROUP

STATE OF OHIO
KENNETH D. COVANN
E-55633
REGISTERED PROFESSIONAL ENGINEER
8-26-21

MOBILE: SITE NUMBER: CT14051A

SITE NAME: COLERAIN

6000 THOMPSON ROAD
CINCINNATI, OHIO 45241
HAMILTON COUNTY

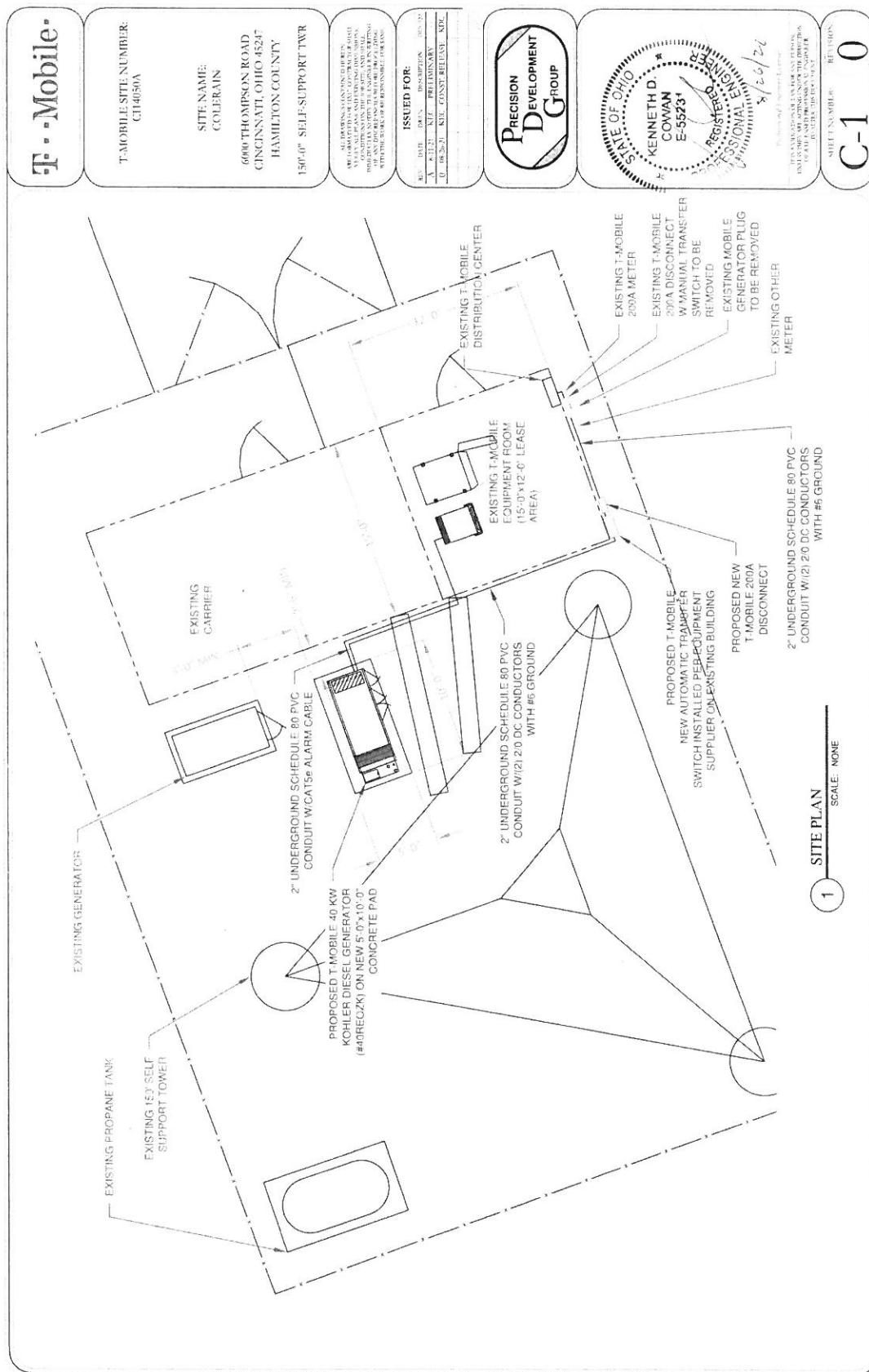
130'x130' SELF-SUPPORT TWR

ALL DRAWINGS AND SPECIFICATIONS ARE THE PROPERTY OF PRECISION DEVELOPMENT GROUP. NO PART OF THIS DOCUMENT IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF PRECISION DEVELOPMENT GROUP. THIS DOCUMENT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN.

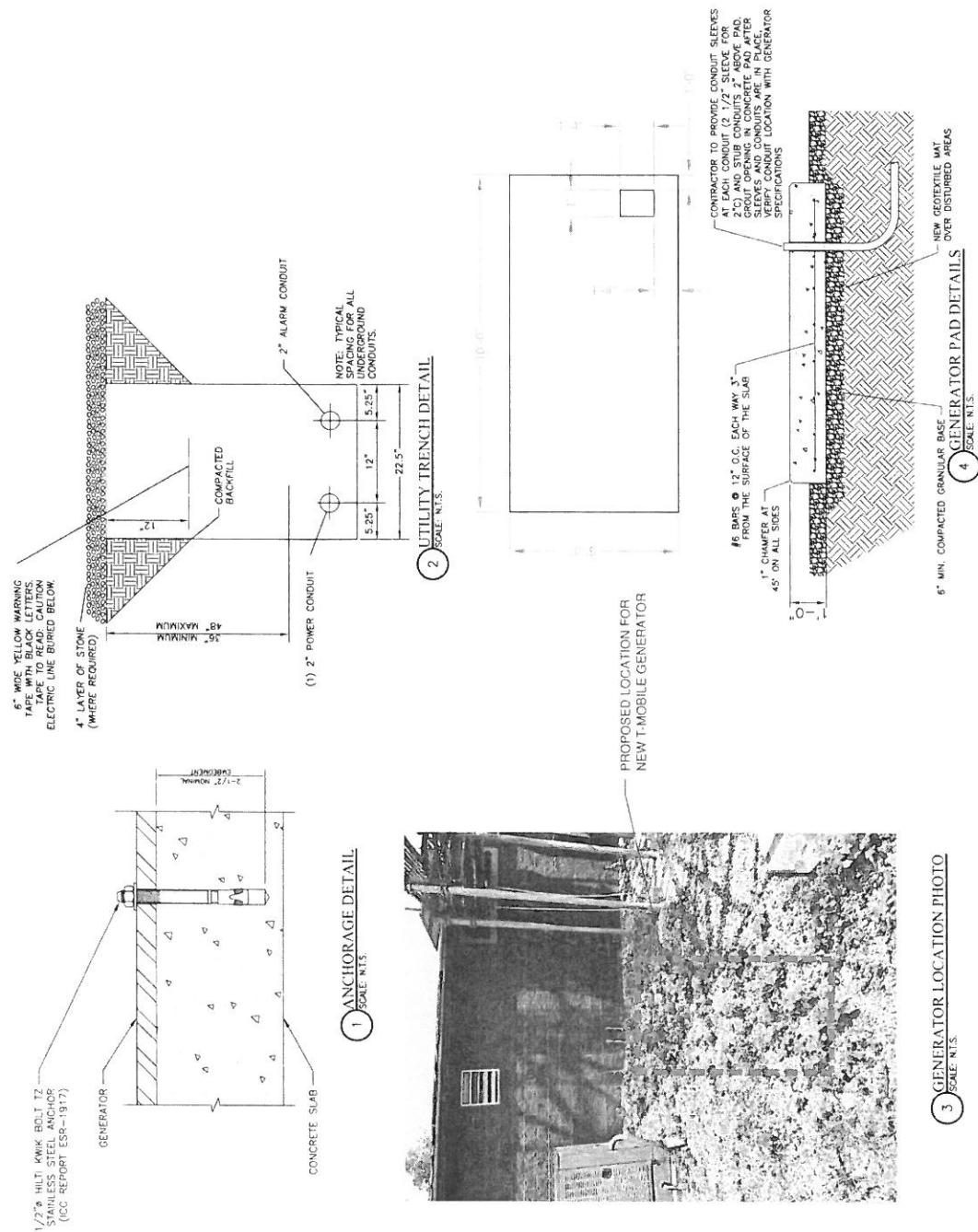
ISSUED FOR:
REV. DATE: 08-26-21
BY: KDC
REV. DATE: 08-26-21
BY: KDC
REV. DATE: 08-26-21
BY: KDC

PRECISION DEVELOPMENT GROUP

STATE OF OHIO
KENNETH D. COVANN
E-55633
REGISTERED PROFESSIONAL ENGINEER
8-26-21



T-Mobile Site No: CI14050A
Market: Cincinnati



T-Mobile Site No: CI14050A
Market: Cincinnati

11

117

T-Mobile

T-MOBILE SITE NUMBER:
CI14050A

SITE NAME:
COLERAIN

6000 THOMPSON ROAD
CINCINNATI, OHIO 45247
HAMILTON COUNTY

150'-0" SELF SUPPORT TWR

ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED EXCEPT WHERE SHOWN OTHERWISE. IT IS THE POLICY OF THE U.S. GOVERNMENT TO MAKE AVAILABLE TO THE PUBLIC INFORMATION THAT IS NOT WITHHELD BY EXECUTIVE ORDER.

ISSUED FOR:
A. E. J. C. K. E. PRELIMINARY 200-30
0. 00-20-21. K. E. C. CONST. RELEASE 1/01

PRECISION
DEVELOPMENT
GROUP

STATE OF OHIO
COUNTY OF CLAYTON
E-55231
PROFESSIONAL ENGINEER
8-26-21

SHEET NUMBER
C-6 0

FLAMMABLE

③ FLAMMABLE SIGN
SCALE: NOT TO SCALE

DIESEL

② DIESEL SIGN
SCALE: NOT TO SCALE

SIGNAGE REQUIREMENTS:

1. STORAGE CONTAINER MUST HAVE A DAYPLATE (PROVIDED BY TANK MANUFACTURER DURING TANK FABRICATION)

2. STORAGE CONTAINER MUST BE MARKED DESCRIBING THE CONTENTS (PROPANE OR DIESEL) AND A STATEMENT OF THE HAZARD (FLAMMABLE).

3. STORAGE CONTAINER MUST BE MARKED WITH HAZARD ID. (CERTAIN ENTRANCES TO STORAGE OR DISPENSING AREAS MAY ALSO REQUIRE HAZMAT TO MARKING)

4. NO SMOKING SIGNS MUST BE POSTED IN AREAS OR SITES WHERE FLAMMABLE GASES ARE STORED OR STORED. NO SMOKING OR OPEN FLAMES WITHIN 25 FT. OF POINT OF TRANSFER.

5. THE MAXIMUM PERMITTED PERCENTAGE (%) OF TANK CAPACITY MUST BE MARKED EITHER ON THE DAYPLATE OR ADJACENT TO THE FRED MAXIMUM LIQUID LEVEL GAUGE.

① SIGNAGE REQUIREMENTS
SCALE: NOT TO SCALE



⑤ HAZARD LEVEL INDICATOR SIGN
SCALE: NOT TO SCALE

DANGER

DIESEL GAS



④ DIESEL
SCALE: NOT TO SCALE



⑥ NO SMOKING SIGN
SCALE: NOT TO SCALE

CI14050A-COLERAIN-HAMILTONCOUNTY-REV. 8/11/2021.dwg - Sheet C-6 - User: WmW - Aug 28, 2021 - 2:10pm

