

The January 13, 2021 regular meeting of the Delhi Township Board of Trustees was called to order by Board Chair Michael D. Davis at 6:00 p.m. via Zoom virtual meeting. Trustee Rose K. Stertz, Trustee Cheryl A. Sieve, Fiscal Officer James J. Luebbe, Administrator Jack Cameron, and Law Director Bryan E. Pacheco were also present.

OPEN THE MEETING:

- The Board received certification that the rules adopted pursuant to Section 121.22 of the Ohio Revised Code had been complied with for the meeting.
- The meeting began with the Pledge of Allegiance followed by a moment of silence for peace and healing throughout our country, and for those who were injured or died during the attack on our Capitol Building.

NOMINATION OF BOARD CHAIR:

A Motion to Appoint Trustee Rose Stertz as Board Chair for 2021 was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

Trustee Stertz thanked Trustee Davis for his leadership role in 2020. She stated she is excited to take on her new role as Board Chair in 2021 and is looking forward to continuing the work that has already started.

Trustee Davis made some closing remarks and recognized the unity and cooperation that exists with the current board.

APPROVAL OF MINUTES: (Regular meeting on 12/16/2020)

Motion to approve the minutes from the regular Board of Trustees meeting held on December 16, 2020 was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

APPROVAL OF OVERTIME: (Pay Period ending 12/15 & 12/29/2020)

Motion to approve payment of overtime for pay period ending December 15 & December 29, 2020, was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

APPROVAL OF BILLS:

Motion to approve bills for payment was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

REPORT FROM THE FISCAL OFFICER:

1. **Resolution 2021-001**

Trustee Sieve introduced and moved a resolution requesting the County Auditor to make advance payments of taxes pursuant to R.C. 321.34, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Fiscal Officer Luebbe reported this is a routine request for advanced payment of taxes of which is executed at various times throughout the year.

Trustees Sieve moved and Trustee Davis seconded to dispense with the second reading. Trustees Sieve, Davis and Stertz voted YES.

Trustees Sieve, Davis and Stertz voted YES during roll call to adopt the resolution. Resolution adopted.

2. **Resolution 2021-002**

Trustee Sieve introduced and moved the adoption of a resolution amending appropriations for expenses, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Mr. Cameron reported the resolution identifies and balances the revenue and appropriation accounts for 2021 as available pass-through funds for the FEMA Rapid Run Flood Project.

Trustees Sieve moved and Trustee Davis seconded to dispense with the second reading. Trustees Sieve, Davis and Stertz voted YES.

Trustees Sieve, Davis and Stertz voted YES during roll call to adopt the resolution. Resolution adopted.

3. **Resolution 2021-003**

Trustee Sieve introduced and moved the adoption of a resolution authorizing the Township Administrator to spend greater than \$10,000 on behalf of the Township, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Mr. Cameron reported the resolution approves and identifies spending that exceeds \$10,000.

Trustees Sieve moved and Trustee Davis seconded to dispense with the second reading. Trustees Sieve, Davis and Stertz voted YES.

Trustees Sieve, Davis and Stertz voted YES during roll call to adopt the resolution. Resolution adopted.

TRUSTEES' CORRESPONDENCE:

- Trustee Sieve thanked Trustee Davis for maneuvering the Board through the transition from in person to the virtual meetings platform in 2020.
- Trustee Sieve congratulated Trustee Stertz on her new position serving as Chairman of the Board.
- Trustee Davis received correspondence from a resident who was concerned about the condition of the grounds surrounding the lake, suggesting that it would be nice to have

dispensers with bags available for dog walkers. He liked the suggestion and wanted to know if it would be possible to install containers around the lake.

- Trustee Sieve referenced a post on social media regarding 4 ducks that were dropped off at the lake, and agreed that something needs to be done to address some of the problematic issues. She added that staff is currently working on signage that will be installed to remind people not to feed the ducks, what to do when someone hooks a turtle or duck, and the proper disposal of pet waste.
- Trustee Stertz informed the residents to be on the lookout for a new edition of the “Delhi Dispatch” to be distributed soon. She was honored to report that the community has been recognized by “Cincinnati Magazine” as one of the top 10 places to live, news she plans to share in her introductory letter on the front page of the newsletter. She added that “City Beat” named Delhi as the best suburban neighborhood in their “Best of Cincinnati 2020” publication.
- Trustee Stertz thanked Trustee Sieve for her leadership role with the WeThrive initiative through Hamilton County, pointing out as a community we have met or exceeded our continuation requirements for 2020.
- Trustee Stertz thanked staff for their diligence working throughout the year with appropriate COVID operating protocol.

PUBLIC WORKS: Department Director Ron Ripperger

Resolution 2021-004

Trustee Sieve introduced and moved the adoption of a resolution declaring necessity for Delhi Township Street Rehabilitation and Repair Project 2021-A and ordering the construction, repair and maintenance of sidewalks and driveway aprons along these various Township streets without petition, establishing tentative assessment estimates against abutting property owners pursuant to R.C. 5543.10, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Mr. Ripperger reported that he anticipates a good response because of the early submission of the request for proposals. He confirmed the \$1 million contract will address repairs on 1 ½ miles of roadway of which 4 out of 5 streets receive a good amount of traffic.

Trustees Sieve moved and Trustee Davis seconded to dispense with the second reading. Trustees Sieve, Davis and Stertz voted YES.

Trustees Sieve, Davis and Stertz voted YES during roll call to adopt the resolution. Resolution adopted.

FIRE DEPARTMENT: Fire Chief Doug Campbell

Chief Campbell reported on the following items:

1. Injury on Duty Extension Recommendation

A Motion to Extend the injury on duty leave for Firefighter/Paramedic Peter Gardner until January 11, 2021, was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

2. COVID Vaccinations

Chief Campbell reported 47% of staff have received their 1st dose and next week will start on the second doses. He said they were ahead of the curve considering the distribution issues that are being experienced at the County and State levels.

In response to Trustee Stertz' question regarding the A1 distribution of public vaccines to those who are 80 and up, Chief Campbell confirmed that the delay is due to a distribution issue, not a supply issue, with the understanding that some distributors are still waiting on the first round and others are expecting their second round.

PARKS AND RECREATION: Interim Park Director Randy Supe

Mr. Supe reported on the following items:

- *Containers/Dog Waste Bags* – In response to the resident request, staff will be installing new containers at various locations in Delhi Park to provide dog walkers with easy access to bags for the proper disposal of their pets' waste. Residents can help themselves to the bags and can also assist with restocking when the containers run low.
- *Duck and Geese Population* – Regarding the health of the ducks that were recently dropped off at the park, the department has reached out to a preservation officer for advice on how to nurse them back to health. In addition, it was communicated that feeding the ducks and geese is prohibited.
- *Awareness of Homeless Presence in Delhi Park* – The department received several phone calls from concerned residents who have encountered an individual living in the park. If you are at the park and come across someone who appears to be living there, you should contact the Police Department so they can approach them and get them the help they need.
- *Playground Project* – the playground equipment has been ordered and the estimated delivery is set for early February with groundbreaking as soon as weather permits.

Mr. Cameron reported the Township received confirmation of grant funding of \$150,000 from the State, in addition to \$150,000 from Hamilton County, both of which are reimbursable. With the funding confirmed and equipment ordered he confirmed we are ready to move forward with the installation this spring. He stated, the project valued at \$800,000 and geared toward toddlers to age 12, will be a great addition to Delhi Park.

POLICE DEPARTMENT: Chief Jim Howarth

1. A Motion to Approve pay increase for Kaitlyn M. Cavanaugh, part-time Police Clerk, to \$13.40 per hour, effective January 7, 2021, was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

Chief Howarth reported that Ms. Cavanaugh's 1 year anniversary was on January 7th.

2. He provided an update on the department's newest member Officer Gehlhar who recently relocated here from Germany. While getting better acclimated to his duties and the community, he enjoyed a recent visit with students at C.O. Harrison School who are studying German.
3. Trustee Davis referenced the apprehension of the individual who fled the scene of a car accident on Covedale.

ADMINISTRATION:

1. Resolution 2021-005

Trustee Sieve introduced and moved the adoption of a resolution authorizing the Township Administrator to execute rental agreements with the Board of Elections, Hamilton County, Ohio for Township Facilities, and dispensing with the second reading. Trustee Davis seconded.

Mr. Cameron reported this is the standard agreement that is entered into annually with the Board of Elections for the use of Township facilities as polling locations.

Trustees Sieve moved and Trustee Davis seconded to dispense with the second reading. Trustees Sieve, Davis and Stertz voted YES.

Trustees Sieve, Davis and Stertz voted YES during roll call to adopt the resolution. Resolution adopted.

2. Resolution 2021-006

Trustee Sieve introduced and moved the adoption of a resolution authorizing the Elected Officers of Delhi Township to join the Coalition of Large Urban Townships, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Mr. Cameron reported the resolution, approving membership with a group of larger urban townships, provides an opportunity for discussion and feedback on legislation at the State level.

Trustee Sieve, who sits on the Board and represents the southwestern region, stated that membership provides the group with an opportunity to assemble to discuss issues and concerns that are shared in common.

Trustees Sieve moved and Trustee Davis seconded to dispense with the second reading. Trustees Sieve, Davis and Stertz voted YES.

Trustees Sieve, Davis and Stertz voted YES during roll call to adopt the resolution. Resolution adopted.

3. Delhi Mixed Use Project Update

Mr. Cameron reported on the following items:

- Working through the agreement with Turner Construction who was selected as the Construction Manager.
- Continued work with the architects in refining the spaces for the fitness center, cultural arts center, administrative offices and the central outdoor space.
- Continued work on finalizing the commitment on the property lease with the apartment operator.
- Finalizing agreement with the medical group that will be leasing space at the site.
- Refining the final cost and construction estimates.
- Looking ahead communicated April/May to be the timeframe for the groundbreaking.

COMMUNITY DEVELOPMENT: Director Greg DeLong

1. Resolution 2021-007

Trustee Sieve introduced and moved the adoption of a resolution certifying abatement expenses at 519 Mentola Avenue, 4027 Delhi Pike and 5421 Cleander Drive to the County Auditor for assessment, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Mr. DeLong reported the cost of the abatements totaling \$1,725, of which range from \$475 to \$625 each, will be reported to the County as assessments.

Trustees Sieve moved and Trustee Davis seconded to dispense with the second reading. Trustees Sieve, Davis and Stertz voted YES.

Trustees Sieve, Davis and Stertz voted YES during roll call to adopt the resolution. Resolution adopted.

2. Resolution 2021-008

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 411 Pedretti Avenue, declaring an emergency, and dispensing with the second reading. Trustee Davis seconded.

Mr. DeLong reported the violation was confirmed during the follow up inspection conducted this morning. He confirmed that it is a first-time offender.

Trustees Sieve moved and Trustee Davis seconded to dispense with the second reading. Trustees Sieve, Davis and Stertz voted YES.

Trustees Sieve, Davis and Stertz voted YES during roll call to adopt the resolution. Resolution adopted.

3. Resolution 2021-009

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 1032 Beechmeadow Lane, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Mr. DeLong reported the violation was confirmed during the follow up inspection conducted this morning. He added his department processed 36 complaints against this property since 2005.

Trustees Sieve moved and Trustee Davis seconded to dispense with the second reading. Trustees Sieve, Davis and Stertz voted YES.

Trustees Sieve, Davis and Stertz voted YES during roll call to adopt the resolution. Resolution adopted.

4. Resolution 2021-010

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 1121 Wilderness Trail, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Mr. DeLong reported the violation was confirmed during the follow up inspection conducted this morning. He added that it is a first-time offender.

Trustees Sieve moved and Trustee Davis seconded to dispense with the second reading. Trustees Sieve, Davis and Stertz voted YES.

Trustees Sieve, Davis and Stertz voted YES during roll call to adopt the resolution. Resolution adopted.

5. Resolution 2021-011

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 4932 Mount Alverno Road, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Mr. DeLong reported the violation was confirmed during a follow up inspection that was conducted this morning, and that his department processed a total of five nuisance / zoning related complaints against this property.

Trustees Sieve moved and Trustee Davis seconded to dispense with the second reading. Trustees Sieve, Davis and Stertz voted YES.

Trustees Sieve, Davis and Stertz voted YES during roll call to adopt the resolution. Resolution adopted.

Mr. DeLong reported on zoning and nuisance violation related activity in 2020, and upcoming development activity for 2021.

PUBLIC COMMENT: No Public Comment Submitted

ANNOUNCEMENT OF COMMUNITY EVENTS:

1. Delhi Branch Library Virtual Storytime, “Movers and Shakers,” on Tuesday, January 19, 2021.
2. Delhi Branch Library Homeschool Book Club “Grump, the Fairly True Tale of Snow White and the Seven Dwarves,” on Wednesday, January 20, 2021.
3. Delhi Branch Library Virtual Homeschool Book Club featuring “New Kids,” on Wednesday, February 17, 2021.
4. Delhi Historical Society program, “Genealogical Records of Mount St. Joseph,” on Monday, February 8, 2021.
5. Delhi Township Veterans Association General Meeting on Tuesday, February 9, 2021.

Trustee Stertz confirmed the next regular meeting will be held on Wednesday, January 27th in the virtual format.

EXECUTIVE SESSION:

1. A Motion to retire to Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion and /or compensation of public employees of the Township was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.
2. A Motion to conclude Executive Session and return to the public meeting was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

ADJOURN MEETING:

With no further business to come before the Board, a motion to adjourn was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

Approved: _____, Fiscal Officer
_____, Chair
_____, Trustee
_____, Trustee

I hereby certify that the amounts needed to meet the above obligations have been lawfully appropriated and are in the treasury or the process of collection free from any and all obligations.

James J. Luebbe, Fiscal Officer