

The February 8, 2023 regular meeting of the Delhi Township Board of Trustees was called to order at 6:00 p.m. by Chair Michael D. Davis at the Township Administration Building, 934 Neeb Road, Cincinnati, OH 45233. Trustee Cheryl A. Sieve, Fiscal Officer James J. Luebbe, Administrator Skylor Miller 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 were complied with for the meeting.
- The meeting began with the Pledge of Allegiance followed by a moment of silence for the people of Syria and Turkey who lost loved ones and are experiencing the aftershock from the 7.8 magnitude earthquake that occurred on February 6.

APPROVAL OF MINUTES: (Regular Meeting on 1/11/23 and 1/25/2023)

- A Motion to approve the minutes from the Board of Trustees regular meeting on January 11, 2023, was moved by Trustee Davis and seconded by Trustee Sieve. Trustees Sieve and Davis voted YES. Motion carried.
- A Motion to approve the minutes from the Board of Trustees special meeting on January 25, 2023, was moved by Trustee Davis and seconded by Trustee Sieve. Trustees Sieve and Davis voted YES. Motion carried.

APPROVAL OF PAYMENT OF OVERTIME: (Period ending 1/10 & 1/24/2023)

- A Motion to approve overtime for pay period ending January 10, and January 24, 2023, was moved by Trustee Davis and seconded by Trustee Sieve. Trustees Sieve and Davis voted YES. Motion carried.

APPROVAL OF BILLS:

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

REPORT FROM THE FISCAL OFFICER: James J. Luebbe

1. **Resolution 2023-011**

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

Mr. Miller reported that the amendment modifies the annual approved appropriations resolution.

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

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

2. **Significant Transactions:**

Receipts: January 27: \$4,161,000 for Real Estate tax advance; \$54,000 for the Gasoline & Local Government tax distribution.

Disbursements: February 1: \$1,547,000 payment to Turner Construction; \$180,000 to FYDA Freightliner for 2 cabin chassis for salt trucks; \$42,600 for the purchase of one Ford Police Explorer; February 2: \$329,000 for Payroll expenses.

TRUSTEES' CORRESPONDENCE:

- Trustee Sieve thanked everyone who expressed sympathy and prayers for the loss of her dear husband Judge Jon Sieve.

- Regarding the increase in people running red lights, especially on Delhi Pike, Trustee Davis confirmed that increased police patrol has been requested to monitor the intersections on Delhi Pike, and that red light citations will be issued by the officers when applicable.

FIRE DEPARTMENT: Chief Doug Campbell

1. Retirement Notice

- To Accept the retirement of Part Time Firefighter / EMT / FAO Peter E. Pritchard effective January 28, 2023.
- Remarks from Chief Campbell regarding Pete Pritchard's 45-year career - the last retiree who served with the original volunteer department. While he is retiring, he will continue his role volunteering to maintain the history at the Fire Museum.
- The Board expressed their appreciation for Pete's dedication to the department and the community throughout his career.
- A Motion to Accept the retirement of Part Time Firefighter / EMT / FAO Peter E. Pritchard effective January 28, 2023 was moved by Trustee Davis and seconded by Trustee Sieve. Trustees Sieve and Davis voted YES. Motion carried.

2. Hiring Recommendation

- A Motion to Approve the hiring of Connor J. Lowry as Part-Time Firefighter/EMT in the Fire Department at the rate per the collective bargaining agreement with the Delhi Firefighters Association upon successful completion of the voice stress analyzer, pre-employment physical, drug testing, and background check effective on February 3, 2023, was moved by Trustee Davis and seconded by Trustee Sieve. Trustees Sieve and Davis voted YES. Motion carried.
- A Motion to Approve the hiring of Mitchell A. Strassel as Part-Time Firefighter/EMT in the Fire Department at the rate per the collective bargaining agreement with the Delhi Firefighters Association upon successful completion of the voice stress analyzer, pre-employment physical, drug testing, and background check effective on February 3, 2023, was moved by Trustee Davis and seconded by Trustee Sieve. Trustees Sieve and Davis voted YES.
- Chief Campbell commented on Connor's and Mitchell's onboarding, filling the department's two of four open positions.

3. Voluntary Resignation

- A Motion to Accept the voluntary resignation of Career Firefighter / Paramedic Eric P. Weiss effective February 6, 2023, was moved by Trustee Davis and seconded by Trustee Sieve. Trustees Sieve and Davis voted YES. Motion carried.

PARKS & RECREATION: Park Director Randy Supe

1. Department Update

- Continued work on the Delhi Park Lodge remodeling project.
 - Soon to start finish work on the pickleball courts, including the final coat of paint and netting. Upcoming resolution on the agenda to approve the spending.
- Initial work on a design plan for the dog park.
- Volunteer Meeting – In contact with the old and new volunteers to set up a meeting date.

POLICE DEPARTMENT:

1. **Resolution 2023-012**

Trustee Davis introduced and moved the adoption of a resolution declaring certain weapons unfit for public use and authorizing the trade in thereof to the vendor with the trade in value credited against the purchase price and dispensing with the second reading. Trustee Sieve seconded.

Chief Howarth reported that they will be getting a nice buy back value on their current weapons to apply to the purchase of the new service weapons.

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

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

PUBLIC WORKS DEPARTMENT: Director Ron Ripperger

1. **Resolution 2023-013**

Trustee Davis introduced and moved the adoption of a resolution Awarding contract to Adleta Construction Company for the Delhi Township Street Rehabilitation and Repair Project 2023-A, rejecting bids, establishing Huntington Bank as escrow agent, and dispensing with the second reading. Trustee Sieve seconded.

Mr. Ripperger reported they were happy with the bid submitted by the contractor for the sizable project and they are excited to get started.

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

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

2. **Resolution 2023-014**

Trustee Davis introduced and moved the adoption of a resolution Authorizing a joint agreement with Hamilton County and Delhi Township for the stabilization and improvement of Hillside Road between Easternmost Cincinnati Corporation Line to approximately 1,870' West, and dispensing with the second reading. Trustee Sieve seconded.

Mr. Ripperger reported that the Township applied for the grant four times before receiving approval, suggesting a possible bidding process late summer with construction starting next winter.

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

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

3. **Resolution 2023-015**

Trustee Davis introduced and moved the adoption of a resolution Authorizing the execution and submission of the 2022 Township Highway System Mileage Certification and dispensing with the second reading. Trustee Sieve seconded.

Mr. Ripperger confirmed, the Township is required to submit an annual mileage certificate to remain eligible for certain funding opportunities.

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

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

4. Department Update

- Greenwell Sidewalk Improvement Program – funded with a SORTA grant, the project, installing sidewalks on Greenwell in between Mt. Alverno and Delhi Pike, is currently underway. He added that over the past decade, the Township received the most requests to add sidewalks at this location. He confirmed the project is moving fast and should be completed very soon.
- Winter Storm Cleanup – Thanks to the residents, and the police officers who assisted with emergencies related to the most recent storm, they were able to clear the streets in the most effective and timely manner.
- Signal Timing Analysis Request Grant from ODOT – to address the timing of the traffic lights on Delhi Pike during evening hours.
 - Met with the Administrator and the traffic engineering firm to determine the volume of traffic and collect data.
 - Discuss options and decide on the timing, when to move forward with the grant.
 - Confirmed that he will be meeting with Jeff Newby, Traffic Engineer, this week to start the conversation.
 - Trustee Davis confirmed that there is a problem with the timing of lights in the late evening.
- City of Cincinnati road project (Fairbanks Avenue to the corporation line) – confirmed that the road project will include the installation of a traffic light on Delhi Pike at Fairbanks.

ADMINISTRATION: Administrator Skylor Miller

1. Resolution 2023-016

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

Mr. Miller confirmed the resolution approves spending to finish the pickleball courts, including fencing and a gate, at an estimated cost of \$15,750.

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

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

2. Resolution 2023-017

Trustee Davis introduced and moved the adoption of a resolution Authorizing Delhi Township to “pick up” the statutorily required contribution to the Ohio Public Employees Retirement System for employees of Delhi Township pursuant to Internal Revenue Code Section 414(h)(2) and dispensing with the second reading. Trustee Sieve seconded.

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

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

3. Retirement Notice

A Motion to Accept the retirement of Information Technology Director Patricia M. Dignan effective January 31, 2023, was moved by Trustee Davis and seconded by Trustee Sieve. Trustees Sieve and Davis voted YES. Motion carried.

- The Board expressed their appreciation for Mrs. Dignan and the IT support she provided to the Township for nearly 30 years. She will be missed.

4. Administrator's Update – Delhi Towne Square

- Steel Topping Ceremony scheduled on Friday, February 10th at 11am (ceremonial acknowledgment that the final section of steel will be in place very soon, estimated by the end of the month).
- Shared recent photos from the site.
- Wet Well update – reaching a crucial mile marker at 60% drawings. At that point they can start on the technical specifications for the components and ordering the building materials.

COMMUNITY DEVELOPMENT: Zoning Director Tony Roach

- Mr. Roach reported on the eviction and set out of residential property on the corner of Greenwell Avenue and Pointsettia, and attempt to get ahold of the property owner.

PUBLIC COMMENT: N/A

ANNOUNCEMENT OF COMMUNITY EVENTS:

1. 2023 Spring Softball Recreation Leagues are now forming. Contact Delhi Parks for more information.
2. Delhi Historical Society program, "Cemeteries of Delhi Township," at the Delhi Community Senior Center on Monday, February 13th.

EXECUTIVE SESSION:

A Motion to Retire to Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion and/or compensation of a public employees of the Township, and to consider confidential information related to the marketing plans, specific business strategy, trade secrets, or personal financial statements of an applicant for economic development assistance and imminent litigation, was moved by Trustee Davis and seconded by Trustee Sieve. Trustees Sieve and Davis voted YES. Motion carried.

Announcement of next meeting:

Trustee Davis confirmed the date of the Board's next regular meeting on Wednesday, February 22nd at 6PM.

RETURN TO PUBLIC MEETING:

A Motion to Conclude Executive Session and Return to the public meeting was moved by Trustee Davis and seconded by Trustee Sieve. Trustees Sieve and Davis voted YES. Motion carried.

ADJOURN MEETING:

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