

The March 30, 2022 regular meeting of the Delhi Township Board of Trustees was called to order at 6:00 p.m. by Chairperson Cheryl A. Sieve at the Glen Carder Lodge, Delhi Park, 5125 Foley Road. Trustee Rosanne K. Stertz, Trustee Michael D. Davis, 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 were complied with for the meeting.
- The meeting began with the Pledge of Allegiance followed by a moment of silence dedicated to Scott Wittich who died suddenly on March 20. Scott is survived by his wife Lee Ann, and his children Katie, Lindsey, Lindsay and Anthony; and preceded in death by his children Jacob and Sydney. Scott was a valued member and supporter of the Delhi Citizens Police Association and the community was shocked by his death. Rest in peace, Scott.

APPROVAL OF MINUTES (Regular Meeting on 3/9/22 and Special Meeting on 3/14/22)

A Motion to approve the minutes of the Board of Trustees regular meeting on March 9, and special meeting on March 14, 2022 and dispense with the readings, was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Davis, Stertz and Sieve voted YES. Motion carried.

APPROVAL OF OVERTIME (Period ending 3/8 & 3/22/22)

A Motion to approve the payment of overtime for periods ending March 8 & 22, 2022, was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Davis, Stertz and Sieve voted YES. Motion carried.

APPROVAL OF BILLS:

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

REPORT FROM THE FISCAL OFFICER: James J. Luebbe

1. **Resolution 2022-025**

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, declaring an emergency and dispensing with the second reading. Trustee Stertz seconded.

Mr. Cameron reported on the budgeted expenses: Public Works Department: roller for asphalt work, new roof for the Salt Dome, and street repair work related to the cooperative project with the Cincinnati Water Works; and new office space for the Police Squad Room.

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

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

2. **Significant Transactions since the last meeting:**

\$136,000 check to Northgate Ford for three police vehicles; deposit of \$2,770,000 from Hamilton County for the distribution of Real Estate tax advance; March 17 Payroll in the amount of \$315,000

TRUSTEES' CORRESPONDENCE:

- Regarding recent correspondence received by the office addressing a property on Mayhew, Trustee Davis confirmed that it was an eviction by the landlord for non-payment of rent; according to state law, the items have to sit out for 48 hours before the owner can claim them.

- Addressing complaints that people post on social forums, Trustee Stertz reminded everyone that the best way to resolve issues is to contact the Township with your concerns.
- Trustee Sieve recognized Police Officers Tyler Steimle and Kyle Vennemeier for being recognized with letters of commendation from the Green Township Police Department for their mutual aid assistance in a recent double homicide on Sydney Road.
- Trustee Sieve thanked everyone who submitted correspondence regarding recent issues.

SPECIAL PRESENTATION: Pickleball Courts & Dog Park Possible Locations Discussion: Presented by Assistant Administrator Greg DeLong and Director of Park Operations Randy Supe

Mr. DeLong shared the locations being recommended for the new park activities, including Delhi Park, Rapid Run Road, and Hillside property, located at Hillside and Cleves Warsaw (locations ranked on location, accessibility, water, parking, and also adjacent uses).

He identified the following locations in Delhi Park suggested for the dog park: D1 – Foley Road entrance; D2 - Floral Paradise Gardens; D3 - south side of Clearview Lake; D4 - wooded area at Floral Paradise Gardens; D5 - Field #9.

Additional information shared:

- Mr. Supe identified flooding/drainage issues at Field 9.
- Appropriate size for a dog park approx. 1 acre with 5' fencing sub-divided into larger and smaller parks with accessibility to water.
- Estimated cost of \$55,000 to install fencing for the dog park.
- Pros and cons of the Rapid Run Road locations, broken into three zones, and the Hillside property.

In response to Trustee Davis' question regarding the cost of the fencing for the dog park, Mr. DeLong confirmed that the estimate includes fencing around the perimeter and inside the park.

Mr. DeLong shared the locations being recommended for the pickleball courts: P1 - Foley Road; P2 - Floral Paradise Gardens (location across the drive to the north from the garden itself); P3 - area to the south of Clearview Lake; P4 – using the existing tennis courts and repurposing them; P5 – area outside of Field #9.

Additional details shared:

- Identification of some grading issues.
- Proximity to the playground equipment and restrooms.
- Benefits of the Hillside location.
- Court dimensions: 22' x 40' with 7' between each.
- Location being considered adjacent to Floral Paradise Gardens, and the need for off-street parking if there would be an event at the Gazebo or the shelter.
- Staff can do the pre-grading / asphalt would be contracted out.
- Cost of \$5,700 per court to install the posts for the 4' fencing.
- Surveillance is not available at the Floral Paradise location.
- Anticipate project installation delays due to the supply chain issues.

Trustee Davis stated that his preferred locations for pickleball would be the Foley Road entrance, and P3 would be his second choice; Floral Paradise Gardens for the dog park; also suggesting that both activities would be nice at the Foley Road entrance provided there would be enough room. He communicated that he is not a fan of the Hillside and Rapid Run locations for the dog park, and expressed concerns about putting the pickleball courts at the tennis courts, as well as the dog park being too close to the duck and geese population at the lake.

Mr. DeLong communicated a concern that they would need to add parking at the entrance on Foley Road if both activities would be at that location.

Trustee Stertz communicated her preferred locations for the dog park: 1st choice, Rapid Run and 2nd choice, the Foley Road entrance; and pickleball at Floral Paradise Gardens (P2). She stated her concerns about the properties that would be shaded and could become muddy, and a problem with duck and geese droppings if either one of the activities would be adjacent to the lake.

Trustee Sieve communicated her preferences: dog park, location D4; and pickleball, P2. She expressed her desire to keep the greenspace at the Foley Road entrance, and reasons for her preferred locations because they are within close proximity to the new playground and restrooms.

Trustee Sieve commented on the complexity of designing a dog park and pickleball courts. She suggested that Mr. DeLong have a conversation with a resident who works for the Cincinnati Recreation Commission for some advice related to adding pickleball courts.

FIRE DEPARTMENT: Chief Doug Campbell

1. **Hiring Recommendation**

A Motion to Approve the hiring of Daniel C.H. Watkins 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 March 30, 2022, was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Davis, Stertz and Sieve voted YES. Motion carried.

2. **Emergency Operations Plan**

Chief Campbell presented the Board with draft emergency operations plan for review. He reported that having a good plan in place provides opportunities for federal and state funding in the event we would experience an emergency in our community, adding that it is a formal document that would need to be approved by the Board and filed with the Emergency Management Agency. In addition, they have started working on a Continuity and Operations Plan that would outline how the Township would operate internally during a disaster and recovery.

Chief Campbell addressed questions from the Board.

3. **30 Years of Service Recognition – Robert (Bruce) Palmer**

Bruce started with the department as a Fire Cadet in 1991 and was trained to serve in a part-time capacity until he transitioned to full-time in 2001. In honor of his achievement, he was presented with a service award privately and declined public recognition.

PARKS & RECREATION: Assistant Administrator Greg DeLong

- Working on an update to the park rules and regulations.
- Cameras are installed at the park and fully operational.
- The new playground is very busy.
- Conducted a meeting of the Floral Paradise Gardens volunteer program this morning. They will continue to look for volunteers to work at the gardens.
- Accepting applications for the Park Seasonal Worker.
- The Park Resource Officer will start patrolling on April 1st.

POLICE DEPARTMENT: Chief Howarth

1. **Hiring Recommendation**

A Motion to Approve the hiring of Maria Kara Vennemeier as Police Officer in the Police Department at the second-year rate per the collective bargaining agreement with the Delhi Police Association upon successful completion of the background investigation, psychological testing, pre-employment physical, and drug testing effective on March 30, 2022, was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Davis, Stertz and Sieve voted YES. Motion carried.

- Chief Howarth stated that Kara is coming to Delhi with experience from her previous employer, the Middletown Police Department. She and her brother Kyle will be the department's first sibling duo working for the department.
- He thanked Chief Campbell and Captain Helmes for their work to complete the draft for the emergency operations plan.

PUBLIC WORKS DEPARTMENT: Director Ron Ripperger

1. Hamilton County Storm Water District Service Level Recommendation

A Motion to Approve the service level fees for the Hamilton County Storm Water District for 2022, was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Davis, Stertz and Sieve voted YES. Motion carried.

Mr. Ripperger reported, this is a mandate of the EPA for local jurisdictions to make compliance.

ADMINISTRATION: Administrator Cameron

- Elevator repair work at Administration Building is tentatively scheduled to start the second week of April.
- Delhi Towne Square – infrastructure pipes for underground stormwater detention are being assembled on the property.

COMMUNITY DEVELOPMENT: Director Greg DeLong

1. Motion to Set Public Hearing for Case ZC2021-04

A Motion to set Public Hearing for Case ZC2021-04 on Monday, April 25, 2022 at Rapid Run Middle School, 6345 Rapid Run Road, at 6:00 p.m., was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Davis, Stertz and Sieve voted YES. Motion carried.

- Law Director Pacheco commented on the background of the original public hearing held on March 14 to hear a presentation on the requested zone change from the applicant/developer and to allow time for public comment. At the conclusion of the hearing, the Board moved to delay their decision and continue the public hearing, suggesting the date of March 31. Since that time, the Board received a request from the applicant/developer for additional time to prepare for the hearing and response to move the hearing to April 25, for the benefit of all involved.
- In response to correspondence received by the office that the Board is giving more favor to the applicant/developer (time to present their case), Law Director Pacheco wanted to clarify that the applicant/developer is provided an opportunity to present his case at a public hearing with no time limit (based on state law addressing hearing requirements), as compared to the residents, of which time to speak would fall under the category of public comment (a predetermined amount of time of three minutes). In addition, he confirmed that the final decision-making is vested in the Board of Trustees, and the role of the Zoning Commission is to present their recommendation to the Board.
- Trustee Sieve confirmed that the reasons the Zoning Commission voted No, are the same concerns communicated by the Trustees and the residents, of which will be addressed at the hearing on April 25.

2. Resolution 2022-026

Trustee Davis introduced and moved the adoption of a resolution certifying abatement expenses at 4819 Mayhew Avenue to the County Auditor for assessment, declaring an emergency, and dispensing with the second reading. Trustee Stertz seconded.

Mr. DeLong reported, the total cost of the abatement of \$560 will be assessed to the property owner's tax bill.

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

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

3. Resolution 2022-027

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 435 Vaughn Road, declaring an emergency and dispensing with the second reading. Trustee Stertz seconded.

Mr. DeLong stated, regarding resolutions 27 through 32, there has been an attempt by some of the property owners to clean up the violation, however, they were still found to be in violation as of this morning during the follow up inspections.

Mr. DeLong informed the Board that the property owner will have another 7 days to make compliance.

Law Director Pacheco confirmed that the Township goes above their duties when addressing violations and the nuisance abatement violation process, at this point in the process giving the property owner another 7 days to correct the violations. He added that the ultimate goal is to achieve compliance, and not for the Township to perform the abatement and submit to the Auditor the cost of the abatement as an assessment on their property taxes.

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

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

4. Resolution 2022-028

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 580 Orchardview Lane, declaring an emergency and dispensing with the second reading. Trustee Stertz seconded.

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

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

5. Resolution 2022-029

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 4940 Delhi Pike, declaring an emergency and dispensing with the second reading. Trustee Stertz seconded.

Mr. DeLong confirmed the location to be behind the old Central Hardware.

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

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

6. Resolution 2022-030

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 4958 Delhi Pike, declaring an emergency and dispensing with the second reading. Trustee Stertz seconded.

Mr. DeLong confirmed the location to be behind Dollar General next to the Central Hardware. Trustee Davis moved and Trustee Stertz seconded to dispense with the second reading. Trustees Davis, Stertz and Sieve voted YES.

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

7. Resolution 2022-031

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 5335 Foley Road, declaring an emergency and dispensing with the second reading. Trustee Stertz seconded.

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

Mr. DeLong confirmed that the house is owner occupied.

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

8. Resolution 2022-032

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 6434 Mapleton Avenue, declaring an emergency and dispensing with the second reading. Trustee Stertz seconded.

Mr. DeLong confirmed that the property is a repeat violation.

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

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

PUBLIC COMMENTS: Not Applicable.

ANNOUNCEMENT OF COMMUNITY EVENTS:

1. Easter Egg Hunt hosted by the Delhi Business Association on Saturday, April 9th at Delhi Park.
2. Delhi Spring Craft & Vendor Show hosted by Delhi Parks Dept. on Saturday, April 9th.
3. Delhi Historical Society program: Lee Witterstaetter – The Westside Natural presented on Monday, April 11.
4. Friday Night Rewined, featuring a special showing of the movie “The Princess Bride” on Friday, April 22.
5. Community Blood Drive hosted by the St. Dominic Knights of Columbus on Friday, May 6.
6. Clean Up Delhi Day will be on Saturday, May 7 at the Delhi Senior Community Center parking lot.
7. Paper Shredding event sponsored by the Delhi Business Association on Saturday, May 7 C.O. Harrison School.
8. Announcement of Delhi Parks & Recreation Summer Concert Series:
 - June 16th – Bad Habit
 - July 21st – The Tillers
 - August 18th – Forever Diamond
 - September 15th – Danny Frazier Band

ADJOURN MEETING:

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

The next meeting of the Board of Trustees will be held on April 13th at 6:00 p.m. at the Delhi Park Lodge.

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