

The April 28, 2021 regular meeting of the Delhi Township Board of Trustees was called to order at 6:00 p.m. by Chair Rosanne K. Stertz via Zoom virtual format. Trustee Cheryl A. Sieve, Trustee Michael D. Davis, Fiscal Officer James J. Luebbe, Administrator Jack Cameron, and Law Director Bryan E. Pacheco were present.

#### OPEN THE MEETING:

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- 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 Wilbur A. Rutenschroer and Ardythe “Ardy” Rutenschroer. Wilbur passed away on April 7<sup>th</sup> and Ardy passed away on January 20<sup>th</sup>. Mr. Rutenschroer started his career with the Oak Hills Local School District as a teacher in 1957 and was the district’s first Athletic Director, as well as the first football coach, who led the only undefeated team in the school’s history. The school district, naming their football field after him, will remember his dedication to the students and the football program. Loving parents of Steve and Missy Rutenschroer, April and Greg Colvin, Amy and Ted Hartig, Michael and Heidi Rutenschroer, and the late Gary Rutenschroer; devoted grandparents of 10 and great grandparents of 13. Thoughts and prayers for the Rutenschroer family as they mourn the loss of their parents.

#### APPROVAL OF MINUTES: (Regular Meeting on 4/14/2021)

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Motion to approve the minutes from the Board of Trustees regular meeting held on April 14, 2021 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 4/20/21)

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Motion to approve payment of overtime for pay periods ending April 20, 2021, was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

#### APPROVAL OF BILLS:

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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: James J. Luebbe

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##### 1. **Significant Transactions:**

Receipts: deposit made on April 21<sup>st</sup> in the amount of \$663,000 for the 1<sup>st</sup> half Real Estate tax advance.

Disbursements: April 15 Payroll recorded at \$314,000; checks cut for TIF reimbursements to the school districts: \$49,000 to Cincinnati Public Schools; \$69,000 to Great Oaks; \$1,289,000 to Oak Hills Local.

#### TRUSTEES' CORRESPONDENCE:

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- Trustee Sieve, on behalf of the WeThrive! Committee, announced that our community health assessment is completed and a video will be available in the very near future.
- Trustee Sieve, with a reminder about an event planned by the WeThrive! Committee, the UC Mobile Mammography Van will be at the Delhi Park Lodge on Thursday, May 13th.
- Trustee Davis referenced a post on social media about telephone poles that are leaning/old and in need of repair, of which the Township assisted with getting the pole removed. He added that the matter did not have to be addressed over social media, suggesting that residents should contact a Trustee or Township Administration to report any concerns.
- Trustee Davis made a reference to an initiative to add garbage cans on Delhi Pike.
- Trustee Davis made a comment about how important it is to support our local businesses. Regarding a recent complaint on social media about the service at McDonald’s, he said that if someone should have a problem with a particular business operations, they should report it to the business.

In response to Trustee Stertz’ question about going back to in person meetings, per the Governor’s orders virtual meeting format will expire on July 1<sup>st</sup>.

Trustee Davis and Trustee Sieve concurred that the first meeting in June would be appropriate to go back to in person public meetings, with continued mask wearing for visitors who are not fully vaccinated.

Fiscal Officer Luebbe concurred with the Trustees going back to in person meetings the first meeting of June.

#### FIRE DEPARTMENT: Chief Doug Campbell

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##### 1. **Injury on Duty**

Motion to extend the injury on duty leave for Firefighter/Paramedic Austin Piening until August 8, 2021 was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

##### 2. **Department Update (March data):**

- **Community Risk Reduction:**
  - Fire Safety Inspections – 42
  - CARES Consultations – 49
  - Infant Car Seat Inspections – 5
  - CPR Course Enrollment - 1
  - Fire Safety Presentations / Tours – 0
  - Outreach / Parade – 1
- **Operational, Major Incident Type:**
  - Fires – 3
  - Rescue & Emergency Medical Service – 237
  - Hazardous Condition (no fire) – 10
  - Service Call – 16
  - Good Intent Call – 24
  - False Alarm & False Call – 11
  - Special / Weather / Other – 1
  - Transport: 182 patients (slightly higher)
  - Loss: \$1,000
  - Average Response Time: 4 minutes, 54 seconds
- **Additional Items:**
  - The department averages about 10 runs a day (all three stations).
  - The staff is 69% vaccinated.
  - Homebound Vaccination Program – distributing the vaccination to the elderly population who are homebound (currently distributing Johnson & Johnson and Pfizer).

#### PARKS & RECREATION: Interim Park Director Randy Supe

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##### 1. **Department Update:**

- Mowing grass daily (15 properties in addition to park properties).
- COVID 19 Vaccine Clinics – finishing up on the last clinics.
- Baseball field maintenance – dragging fields and lining daily for scheduled practices and games.
- Weeding, mulching, fertilizing and seeding.
- Shelter Rental – now being rented out.
- Floral Paradise Gardens paving project – will be finishing up next week.
- Playground schedule tentative dates – groundbreaking on June 1<sup>st</sup> with an August 1<sup>st</sup> completion date. August 15<sup>th</sup> for the date of the grand opening event.
- Restroom and Shelter update (near the playground site)– currently underway, doing the work in house.

##### **Discussion:**

The Trustees concurred with the date of Sunday, August 15<sup>th</sup> to hold for the grand opening event, suggesting to schedule it in the afternoon.

Trustee Sieve recognized that the park is looking great.

In response to Trustee Sieve's question about the status of the rentals of the Lodge and the Senior Center, Mr. Supe responded that they are on standby waiting for the Governor to lighten the restrictions for larger gatherings.

Trustee Davis added a priority to revitalize the gardens and greenhouse at the Floral Paradise Gardens. In addition, he suggested adding cameras at the park so we can better monitor activity around the new playground.

Mr. Supe, responding to Trustee Davis' concerns about monitoring the area around the new playground, confirmed that while they are working on the restrooms and shelter upgrades, adding more lighting in the area, he will also be meeting with a company about the electric needs for the future installation of cameras.

Trustee Stertz referenced the distribution of the Parks & Recreation newsletter.

## **2. Schedule for Events (tentative until confirmed):**

- Delhi Skirt Game – August 13th
- Yard Sale - May 15<sup>th</sup>
- Farmer's Market – every Saturday starting on May 29<sup>th</sup>
- Madcap Puppets – June 23<sup>rd</sup>
- Shakespeare in the Park – August 11<sup>th</sup>
- Concerts in Delhi Park – working on scheduling the bands
- Stripping added to the driveway leading to the new playground area to divert traffic to the right of oncoming traffic.

**POLICE DEPARTMENT:** Chief Jim Howarth

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### **1. Department Report:**

- Service Provided (totals for Jan through March):
  - Calls for Service: 5,263
  - Criminal Reports: 201
  - Part I Criminal Reports: 54 (down from 82 last year)
  - Part II Criminal Reports: 144 (increase from 119 last year)
  - Violent Crime: 3
  - Auto Accidents: 77
  - Injury: 9
  - Hit-Skip: 20
  - Fatality: 1
  - Assigned Cases: 193
  - Arrests: 25
  - Still Active: 37
  - Closed: 52
  - Other: 93
- Top three crimes reported:
  - Larceny – Theft (21.9%)
  - Fraud Offenses (21.9%) (increase due to unemployment filing)
  - Assault Offenses (11.4%)
- Personnel:
  - Officer Gehlhar graduated from the Field Training Program, completed two weeks of shadowing and is now out on his own.
  - Police Recruit Adam Smith will be graduating from the Police Academy at the end of May.

Chief Howarth informed the Board that he would like to have the public swearing in for both officers at the first meeting in June, if possible.

**1. Resolution 2021-050**

Trustee Sieve introduced and moved the adoption of a resolution authorizing the Township Administrator to prepare and submit an application to participate in the Transit Infrastructure Fund Program and to execute contracts as required, and dispensing with the second reading. Trustee Davis seconded.

Mr. Ripperger reported, the program funding can be used for infrastructure improvements (sidewalks, roadway paving, crosswalks) as long as within ¼ of a mile of a fixed transit route. He confirmed they have submitted a sidewalk request that they feel will score high because of the location being close to parks and schools. The locations are: Neeb Road (between Delhi Pike and Foley); Greenwell (between Delhi Pike and Mt. Alverno Road), and Mt. Alverno Road (between Delhi Pike and Paul Road).

Trustee Stertz confirmed that this is just a grant submission and that we are not guaranteed any funding at this point in the process.

Trustee Sieve commented that sidewalks are a priority and this is an opportunity for us to financially support the project. She thanked Ron for his work writing the grant.

Trustee Sieve thanked Mr. Ripperger for his assistance with removing the dangerous telephone poles in the township.

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. Department Update:**

- Rapid Run Road Voluntary FEMA Flood Mitigation Project Update:
  - Total program involves 24 houses: 19 offers have been made, 16 have been accepted, and after tomorrow, will have completed 7 closings.
  - Currently in the process of securing appraisals on 3 of the properties.
  - Recently completed two demolitions.
  - The Fire Department conducted training exercises at the demolition sites.
- Road Paving Project, Mt. Alverno subdivision – very active last week. Currently saw cutting. (project includes paving at Floral Paradise Gardens)
- Utility Work – replacing a water main on Fairbanks Road to prepare for a paving project to take place next year. No timeframe stated. Paving will be on Fairbanks (between Rosemont and Route 50)
- Mechanics – busy in the past 30 days, including 11 services and 34 repairs (some were snow repairs just coming out of winter).
- Road Crew – various projects – just completed a project cleaning up the former Remke site.
- Construction – concrete replacement on North Bay.
- April Snow Activity – tree removal and clean up of 7 trucks.

Trustee Stertz commented on the services provided to all of our departments by our Mechanics.

**1. Resolution 2021-051**

Trustee Sieve introduced and moved the adoption of a resolution declaring certain property no longer needed for public use, obsolete and unfit for the use acquired, authorizing sale by internet auction, and disposal thereof, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Mr. Cameron reported this is your list of auction items authorized through GovDeals by resolution to sell items at auction.

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 2021-052**

Trustee Sieve introduced and moved the adoption of a resolution authorizing participation in the Ohio Bureau of Worker's Compensation Group Retrospective Rating Program and Unemployment Consultation Program with the Ohio Township Association effective January 1, 2022, Sedgewick as its representative, authorizing the Township Administrator to execute and submit all required participation documents and dispensing with the second reading. Trustee Davis seconded.

Mr. Cameron reported, this is our third-party administrator to help us with our claim's administration.

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. Department Update:**

- Electric Aggregation Program – Dynegy, the electric supplier, recently send out an invitation to join. He commented that looking at other offers that are currently out there, the aggregation program seems to be offered at a good price. He suggested call the Administration Office if you should have any questions.
- Diversity Training – Partnering with Green Township. Staff will be required to take the training that will be offered the second week of May through the 1<sup>st</sup> week of June.
- Delhi Mixed Use Project – while it does not appear much is going on at the site, we are continuing negotiations with our partners involved.

**COMMUNITY DEVELOPMENT DEPARTMENT: Department Director Greg DeLong**

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**1. Resolution 2021-053**

Trustee Sieve introduced and moved the adoption of a resolution certifying abatement expenses at 6009 Hickorytree Court to the County Auditor for assessment, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Mr. DeLong reported, this property was abated earlier in the year and is named again for a nuisance violation further down on the agenda.

Trustee Sieve commented that she received multiple calls from residents about this property.

In response to Trustee Sieve's question what can be done about this property that has become a chronic repeat offender, Mr. DeLong confirmed that we are doing what we can. He added that he attempted to purchase the property out of tax foreclosure through the Land Bank, however, the property owner was current on the property taxes and it was not available for purchase.

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 2021-054**

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 425 Morrvue Drive, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Mr. DeLong informed the Board that he is presenting a total of nine property nuisance violations of which all were confirmed to be in the same condition during follow up inspections this morning.

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 2021-055**

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation (and accumulated debris) at 4249 Skylark Drive, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Mr. DeLong made a correction during the reading of the resolution adding (and accumulated debris) to the resolution summary. The Board restated the corrected version of the resolution.

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 2021-056**

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 6009 Hickorytree Court, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

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 2021-057**

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris 478 Leath Avenue, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

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.

**6. Resolution 2021-058**

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.

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.

**7. Resolution 2021-059**

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 4605 Foley Road, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

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.

**8. Resolution 2021-060**

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 5008 Mount Alverno Road, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

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.

**9. Resolution 2021-061**

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 5360 Delhi Pike, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

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.

**10. Resolution 2021-062**

Trustee Sieve introduced and moved the adoption of a resolution providing for the removal of a junk motor vehicle at 328 Bob Drive, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

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.

**11. Department Update:**

- Nuisance & Zoning Numbers (comparison totals per year YTD):
  - Nuisance & Zoning Complaints filed: 2019: 140; 2020: 262; 2021: 306.
  - Zoning Certificates Issued: 2019: 65; 2020: 62; 2021: 102.
  - Valuation of Approved Certificates: 2019: \$1,732,952; 2020: \$1,239,923; 2021: \$4,988,695.
- New Businesses:
  - 5026 Delhi Pike – Christ Hospital Outpatient Medical Office (expected to open late 2021/early 2022)
- Other Business:
  - Skyline Chili – renovation project completed and back open for business!
  - Interest in Delhi Station (previous Zip Graphics location).
  - Interest in Kroger Plaza vacancies.
  - Garden Grove condo development – broke ground and the footers are in.
  - Feasibility Study Delhi Pike – recently submitted a grant to help fund a feasibility study to look at traffic signal timing, walkability for pedestrians, impact crash zones, ingress/egress. Made it past the preapplication process and in the final application process phase. Due on Monday.
  - COVID-19 Grant – Hamilton County did come out with a grant application for free WiFi installed in the community. Due at the end of May.

Trustee Davis referenced the occupancy rate at 14% on Delhi Pike as being a great number.

**PUBLIC COMMENT: No Public Comment Submitted**

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**ANNOUNCEMENT OF COMMUNITY EVENTS:**

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1. Delhi Historical Society Flower Sale: all sales online or by mail. Visit the Delhi Historical Society's website to place your order.
2. Delhi Clean Up Day on Saturday, May 1<sup>st</sup> from 9am to 1pm at the Delhi Senior Community Center.
3. Delhi Business Association Paper Shred event on Saturday, May 1st at the C.O. Harrison School.
4. Delhi Historical Society program: History of Advertising on Monday, May 10<sup>th</sup> on Facebook Live.
5. WeThrive! Community event: UC Health Mobile Mammography Van at the Delhi Park Lodge on May 13<sup>th</sup>.
6. Delhi Community Yard Sale on Saturday, May 15<sup>th</sup> at the Senior Center.
7. Cincinnati Recycling & Reuse Hub: Electronics Recycling Drive through drop off dates: May 15<sup>th</sup> and 29<sup>th</sup>.
8. Delhi Branch Library: Outdoor Storytime on Tuesday & Wednesday mornings.
9. Delhi Branch Library: Virtual Homeschool Book Club on Wednesday, May 26<sup>th</sup>.
10. Delhi Farmer's Market begins on May 28<sup>th</sup> at Clearview Lake.
11. Delhi Township Veterans' Association Memorial Day Ceremony at 1:00 p.m. on Sunday, May 13<sup>th</sup>.
12. Delhi Parks Department presents: Fishing on Fridays, May through September from 7am to dusk.

Trustee Stertz confirmed their next regular meeting will be on Wednesday, May 12<sup>th</sup> at 6:00 p.m.

**EXECUTIVE SESSION:**

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Motion to retire to Executive Session to consider the appointment and or employment of public employees, was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

**RETURN TO PUBLIC MEETING:**

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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:**

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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.

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 James J. Luebbe, Fiscal Officer