

The June 28, 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, Trustee Rose K. Stertz, 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 citizens here at home in the United States of America and in other countries across the world who are experiencing the effects of civil unrest, political tension and natural disasters. May we ask God for his grace during difficult times.

APPROVAL OF MINUTES: (Regular Meeting on 6/14/2023)

- A Motion to approve the minutes from the Board of Trustees regular meeting on June 14, 2023, was moved by Trustee Davis and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

APPROVAL OF PAYMENT OF OVERTIME: (Pay Period ending 6/13/2023)

- A Motion to approve payment of overtime for pay period ending June 13, 2023, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

APPROVAL OF BILLS:

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

REPORT FROM THE FISCAL OFFICER: James J. Luebbe

1. Significant Transactions

Disbursements: \$31,000 check cut to Fred Niemann for the Greenwell sidewalk project grant match; \$445,000 check cut to Metropolitan Sewer District for the FEMA project reimbursement; \$403,000 for the June 22nd Payroll higher due to vacation, sick and comp payouts.

Receipts: \$59,000 for a combined distribution from our Local Government Fund and Gasoline Tax Fund.

TRUSTEES' CORRESPONDENCE:

- In response to feedback regarding this year's schedule for the Farmers' Market (open on two Saturdays every month), Trustee Sieve stated that an effort was made to go back to every Saturday but it was too late this year to re-book with the vendors, and encouraged everyone to support the vendors who have made a commitment to set up on our market days. She confirmed that next year, the plan is to return to every Saturday.
- In response to chatter on social media regarding door-to-door sales, Trustee Stertz reminded everyone that the Township requires vendors to obtain a permit so they can keep track of businesses who are soliciting door-to-door. In addition, the Police Department keeps a 'Do Not Solicit' address list that is given to the businesses who obtain permits, if you should experience bad behavior at your front door, you should ask the salesperson for their permit. If something just doesn't feel right with any business transaction, especially if they aren't able to show their permit, call the police non-emergency phone number and report the incident. You can also call to get added to the do not solicit list.
- Trustee Davis commented on the new sidewalks installed on Greenwell between Mt. Alverno and Delhi Pike.
- Trustee Davis addressed a recent 'parking on the lawn' violation of which Mr. Roach confirmed that the property owner was served by certified letter yesterday.

FIRE DEPARTMENT: Chief Doug Campbell

1. Resolution 2023-084

Trustee Stertz introduced and moved the adoption of a resolution authorizing the Township Administrator to enter into an agreement with the State of Ohio through the Ohio Office of Budget and Management for the Ohio Ambulance Transportation Program to accept transfer of funds available through a subaward, and declaring an emergency. Trustee Sieve seconded.

Chief Campbell reported that the federal funds are available through the American Rescue Plan Act grant program of which grants are funneled through the State of Ohio. A grant funds in the amount of \$20,000 will be distributed between hours worked for eligible EMTs who served during the declared period of the Covid-19 pandemic.

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

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

2. Hiring Recommendation

- A Motion to Approve the hiring of Jacob W. Carter 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 State of Ohio Firefighter II Certification, the voice stress analyzer, pre-employment physical, and drug testing effective on June 28, 2023, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

3. Voluntary Resignations

- A Motion to Accept the voluntary resignation of Part Time Firefighter/EMT Brian J. Link effective June 30, 2023 was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.
- A Motion to Accept the voluntary resignation of Part Time Firefighter/EMT Jeremy W. Mathis effective June 23, 2023 was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.
- Staff Retention and Recruitment - Comments and strategies regarding recruitment and retention:
 - Scheduling issues working with a smaller part-time staffing capacity (currently working with 50 part time as compared to 74 in 2014).
 - Difficulty covering vacation months (offering extra shifts to cover schedules).
 - The equivalent part-time to full-time staff (6 part time to 1 full time).
 - Can't keep up with the turnover of part-time staff.
 - Lack of qualified candidates applying for part-time work (working on their EMT certifications).
 - Accelerating a mandatory pump training process.
 - Assigned 3 staff members to our Recruitment and Retention Team to recruit those currently enrolled in school.
 - Common practices to assist with meeting the needs of the staff and keeping moral high.
 - This is safe community and the department invests in state-of-the-art equipment for the health and welfare of our firefighters.
 - Competitive pay and benefits.

PARKS & RECREATION: Parks & Recreation Director Randy Supe

1. Department Update

- Farmers' Market – change this season to every other week due to short supply of produce testing on line registration for vendors. The intent is to go back to every week next year.

- Yoga on the Lawn – a request to bring it back.
- Pickleball Courts – the courts have been full in the mornings and some evenings. People seem to be working out a rotation.
 - Waiting on product to come in (scoreboard, net capping, paddle holders).
 - Considering moving to an online registration process with possible rules and regulations.
- Dog Park – currently pricing fencing.
- Oak Hills Book Bus – scheduled to make a stop at the Madcap Puppet show.
- Story Woods Park Improvements – paved walking trail and new benches made possible with a grant.
- Floral Paradise Gardens – thanks to our volunteers who have been busy cleaning up the gardens.

POLICE DEPARTMENT: Police Chief Jim Howarth

1. Resolution 2023-085

Trustee Stertz introduced and moved the adoption of a resolution authorizing the Township Administrator to enter into Equipment Loan Agreement with the City of Cincinnati, declaring an emergency and dispensing with the second reading. Trustee Sieve seconded.

- Chief Howarth confirmed that the equipment being leased is for the Skirt Game and related activities.

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

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

2. Hiring Recommendation

A Motion to Approve the hiring of Christina M. Burns as a Part-Time Clerk at the rate of \$15.00 per hour contingent upon the successful completion of a background check, drug test, and voice stress analysis effective on June 29, 2023, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

3. Permitted Use of Consumer Fireworks

Review of the Ohio law that went into effect July, 2022, addressing the laws and rules regarding the legal discharge of consumer fireworks, as defined by Division of State Fire Marshal.

PUBLIC COMMENT:

Bob Jones, 189 Feist Manor, expressed his appreciation for the police and fire departments and shared his personal experiences when his car was stolen, and on another occasion when his home was struck by lightning. He also addressed the regulations regarding the Ohio law for the legal discharge of consumer grade fireworks and a minority who are shooting off aerial fireworks and are not recognizing the 150' radius.

PUBLIC WORKS DEPARTMENT: Director Ron Ripperger

1. Touch-A-Truck event at Shiloh United Methodist Church

- Public Works, Police and Fire trucks and vehicles were on display.
- It was a good day. The event was well attended.

ADMINISTRATION: Administrator Skylor Miller

1. Delhi Towne Square Update

- PLK Communities, our multi-family partner has started construction of building #4. Expect to see exterior finishes on their earlier buildings located behind Dunkin Donuts and Wild Mike's early this fall.

- The public building is getting exterior brick and metal panels.
- Reviewed additional progress being made on various photos displayed.
- Competition swimming pool – backfill has been completed, work to start on the pool deck, followed by the start of construction for the warming pool.
- Interior Pre-K classroom area – drywall work continues.
- Review of HVAC installation, framing and insulation in office spaces on the 1st and 2nd floor.
- Framing is going up in the Auditorium space.
- Wastewater System - Geotechnical soil boring and environmental assessment in process.
- Discussion regarding the apartment buildings located directly behind Dunkin Donuts.

COMMUNITY DEVELOPMENT: Review and Adoption of Nuisance Resolutions

A. Zoning Administrator's Report

- Mr. Roach – Review of nuisance violations being recommended for adoption (resolutions 2023-086 through 2023-091).
- Discussion

B. Reading of Resolutions

1. **Resolution 2023-086.** Declaring nuisance for excessive vegetation at 975 Anderson Ferry Road, declaring an emergency and dispensing with the second reading.
2. **Resolution 2023-087.** Declaring nuisance for accumulated debris at 5218 Riverwatch Drive, declaring an emergency and dispensing with the second reading.
3. **Resolution 2023-088.** Declaring nuisance for excessive vegetation at 474 Burhen Drive, declaring an emergency and dispensing with the second reading.
4. **Resolution 2023-089.** Declaring nuisance for excessive vegetation at 332 Robben Lane, declaring an emergency and dispensing with the second reading.
5. **Resolution 2023-090.** Declaring nuisance for excessive vegetation and accumulated debris at 4249 Skylark Drive, declaring an emergency and dispensing with the second reading.
6. **Resolution 2023-091.** Providing for the removal of a junk motor vehicle at 5415 Casual Court, declaring an emergency and dispensing with the second reading.

C. Board Action to Adopt Nuisance Resolutions

- Trustee Stertz introduced and moved the adoption of resolutions 2023-086 through 2023-091. Trustee Sieve seconded.
- Trustee Stertz moved and Trustee Sieve seconded to dispense with the second reading of the resolutions. Trustees Stertz, Sieve and Davis voted YES.
- Trustees Stertz, Sieve and Davis voted YES during roll call. Resolutions adopted.

PERMITTED USE OF CONSUMER FIREWORKS: Discussion continued

- Mr. Jones expressed his interest in the Township banning the discharge of ariel fireworks due to the 150' radius requirement that is being violated.
- Law Director Pacheco confirmed that none of the communities that he represents have opted out of the permitted use of fireworks.

ANNOUNCEMENT OF COMMUNITY EVENTS:

1. Free fishing (catch and release) on Fridays at Clearview Lake for Delhi residents.
2. Delhi Parks presents: Madcap Puppets, "When You Wish Upon a Fish" on Thursday, June 29th.
3. Visit the Delhi Historical Society Farmhouse Museum during regular hours.
4. Delhi Branch Library program, 'Family Scrapbooking Night' on Monday, July 10th at 7:00 p.m.
5. Delhi Parks presents 'The Menu' will be at Delhi Park on Thursday, July 29th at 7:00 p.m.

ADJOURN MEETING:

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

Announcement of next meeting:

Trustee Davis confirmed that the Board's next meeting will be on Wednesday, July 12th at 6:00 p.m.

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