

The July 26, 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 our police officers who put themselves in harm's way to protect citizens and to advance the common good.

APPROVAL OF MINUTES: (Regular Meeting on 7/12/2023)

- A Motion to approve the minutes from the Board of Trustees regular meeting on July 12, 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 7/11/2023)

- A Motion to approve payment of overtime for pay period ending July 11, 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: \$336,000 for the July 20 Payroll.

TRUSTEES' CORRESPONDENCE:

- Trustee Stertz recognized the success of the concert in the park this past week featuring, "The Menu". She thanked Park staff for planning and organizing the event, as well as Fire personnel and other volunteers who worked at the event.
- Trustee Stertz referenced a "thank you" note from a resident regarding a recent transport to the hospital.
- Trustee Sieve reported on a couple of preparedness items recently addressed by the Hamilton County Emergency Management and Homeland Security Agency, of which she serves on the Executive Board: a train derailment involving hazardous waste materials; the total solar eclipse event on April 8, 2024, of which Delhi has been identified as the second ring of viewing
- Trustee Sieve expressed much appreciation for the revitalization of Floral Paradise Gardens, referencing recent photos posted on social media. She recognized volunteers Nancy and Charlie Fehr, Peggy and Steve Beringer, and Diane and Randy Jackson, who put in many hours working at the gardens.

SPECIAL PRESENTATION: POLICE OFFICER SWEARING-IN & PINNING CEREMONY:

Chief Howarth introduced Emma Girdler who was hired in June as a Police Recruit:

- She earned her Bachelors in Criminal Justice with a minor in Psychology at the University of Cincinnati.
- Completed Peace Officer Training through the Butler Tech Police Academy in May.
- Graduate of Oak Hills High School.
- Worked as a Police Clerk for the Lawrenceburg Police Department.
- Served in the United States Army National Guard for 6 years with many decorations and honors.
- Trustee Davis led Emma in the public swearing-in.
- Emma's boyfriend who is a police officer with the Blue Ash Police Department pinned Emma's badge.

1. Resignation Recommendation

- A Motion to Accept the voluntary resignation of Part-Time Firefighter/EMT Alexander M. Inderhees effective August 6 2023, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.
- Chief reported that Alex who had been with the department for only a month was not able to fit his scheduled hours into his work commitment with other departments.

2. Discussion on the three levy options and department operations

- Experienced eleven voluntary resignations this year.
- Receipt of twenty-two employment applications processed of which resulted in eight hires.
- Reduction of thirty-five part-time staff down to ten.
- Competing with thirty-seven departments in Hamilton County for qualified candidates.
- The need to choose the funding level the Township can support with some flexibility to adapt.
- Finding a balance between the funding level the Township can support with options to add more full-time staff in lieu of part-time staff.
- Hiring eighteen full-time staff would allow the department to operate with a full-time staffing compliment, of which the cost to operate would equate to \$2 million per year. A levy to support that would be 6.2 mill at a cost of \$217 per \$100,000.
- Looking at a more conservative levy would require a shortened levy cycle.
- His recommendation was to submit to the Board of Elections the 1.99 mill levy and setting the cycle at three years would provide some latitude to increase staffing on the full-time or part-time side, we can knock off achievable goals
- The Trustees and Fiscal Officer expressed support of moving forward with the 1.99 mill levy request for Fire & EMS services.

3. Resolution Declaring Necessity and Determining to Proceed with Levying and Additional Tax for Fire Protection

Resolution 2023-108

Trustee Stertz introduced and moved the adoption of a resolution declaring the necessity of levying an additional tax in excess of the ten-mill limitation within the township at a rate not exceeding one and ninety-nine (1.99) mills tax for Fire Protection within the township, declaring an emergency and dispensing with the second reading.

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.

- Confirmation that the levy request would be on the November 7, 2023 election ballot of which would cost the property owner \$70 per \$100,000 of real property taxes.

Department Update:

- Mr. Supe addressed recent posts on social media regarding the condition of the restrooms in Delhi Park and a new cleaning policy that they have adopted.

POLICE DEPARTMENT: Police Chief Jim Howarth

1. **Announcement of Retirement**

A Motion to Accept the retirement of Police Chief James A. Howarth effective August 31, 2023, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

- Chief Howarth expressed gratitude for having had the opportunity to serve the citizens, and for the support of staff, peers and the elected officials over his 30-year career, and confidence in Asst. Chief Braun moving into the position.
- The Trustees expressed their appreciation for Jim and his contributions to the Police Department throughout his career and wished him the best in his future endeavors.
- Township Law Director Bryan Pacheco recognized the positive impact Jim had on the Police Department and the community and expressed that it was a pleasure and honor to have worked with him.

2. **Promotion Recommendation**

A Motion to Approve the promotion of Assistant Police Chief Jeffrey S. Braun to Police Chief at \$122,882.50 per year effective September 1, 2023, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

- Mr. Braun thanked the Board for the opportunity to serve the community in the position of Police Chief.

PUBLIC WORKS DEPARTMENT: Director Ron Ripperger

1. **Department Update**

- Neeb Road Crosswalk Project – install in front of the Delhi Senior/Community Center in progress.
- Sewer Project on Rapid Run Road – Stonebridge to Hillshire scheduled to start mid-August
- Lower Delhi Road Rehabilitation Project – Fairbanks to Route 50 – the project expected to last 18 months has commenced with curb work.
- Delhi Township Road Rehabilitation Project - in the Hickory's off of Devils Backbone Road – finishing up the curb work and final paving.

ADMINISTRATION: Administrator Skylor Miller

1. **Hiring Recommendation**

• A MOTION to Approve the hiring of Kristopher A. Cordes as the Information Technology Administrator at \$82,014.40 per year, and starting four years' service to be counted toward vacation accrual which starts the balance at 80 hours effective August 21, 2023 and upon successful completion of pre-employment drug testing and background check, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

- Mr. Miller informed the Board that he has known Mr. Cordes in a professional capacity for 4 years and that he has a professional background working in multiple IT environments over the past 10 years, including being introduced to Delhi's operations while working in a contract capacity since July.

2. **Resolution 2023-109**

Trustee Stertz introduce and moved the adoption of a resolution Authorizing the Delhi Towne Square Intergovernmental Agreement for Sewer Service with the Board of County Commissioners of Hamilton County acting for its Metropolitan Sewer District of Greater Cincinnati, Hamilton County, Ohio and dispensing with the second reading. Trustee Sieve seconded.

- Mr. Miller reported that the agreement is a culmination of several months working with the design team, the Metropolitan Sewer District and the Ohio EPA, on a plan to operate a waste water treatment plant adjacent to the Delhi Towne Square site.

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.

3. Administrator's Report

Mr. Miller shared an update regarding the project:

- 4 of the 5 multi-family buildings are up.
- Public building – current work installing the façade; windows are installed; prep work to install the larger windowed exterior walls.
- Pre-K classrooms – getting a finishing coat of paint.
- Township offices - drywall is being installed.
- Competition swimming pool – ahead of the revised schedule. The pool is complete with decking installed. The partitioned wall is in place. Work to start on the warm water pool soon.
- The second-floor spaces: new auditorium, trustee meeting room, and classroom area for the cultural arts center are progressing on schedule.

COMMUNITY DEVELOPMENT DEPT:

1. Hiring Recommendation

A Motion to Approve the hiring of Joy M. Pierson as the Community Development Director at \$95,014.40 per year, accepting 50% of accrued sick leave with the City of Covington, and starting with eleven years' service to be counted toward vacation accrual which starts the balance at 120 hours effective August 14, 2023 and upon successful completion of pre-employment drug testing and background check, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

2. Resolution 2023-110

Trustee Stertz introduced and moved the adoption of a resolution certifying abatement expenses at 5386 Hillside Avenue, 430 Foley Road, 428 Vaughn Road, 3940 Delhi Pike, 515 Allenford Court, 392 Don Lane, 4783 Shadylawn Terrance, 373 Robben Lane, 5387 Romance Lane, 471 Anderson Ferry Road, 465 Burhen Drive, 5321 Plumridge Drive, 4605 Foley Road, 5161 Cleves Warsaw Pike, and 5196 Delhi Pike to the County Auditor for assessment, declaring an emergency and dispensing with the second reading. Trustee Sieve seconded.

Mr. Roach reported that the Township executed abatements at the fifteen properties, of which notice will be served to the County Auditor to process the cost of the abatements as assessments on the property owners' property taxes.

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.

3. **DECLARING NUISANCE VIOLATIONS**

A. Zoning Administrator's Report

B. Reading of the Resolutions

1. **Resolution 2023-111** providing for the removal of a junk motor vehicle at 4249 Skylark Drive, declaring an emergency and dispensing with the second reading

2. **Resolution 2023-112** declaring nuisance for accumulated debris at 4968 Mt. Alverno Road, declaring an emergency and dispensing with the second reading
3. **Resolution 2023-113** declaring nuisance for excessive vegetation at 5059 Kincardine Drive, declaring an emergency and dispensing with the second reading
4. **Resolution 2023-114** declaring nuisance for excessive vegetation at 5353 Meadowood Court, declaring an emergency and dispensing with the second reading
5. **Resolution 2023-115** declaring nuisance for excessive vegetation at 538 Pedretti Road, declaring an emergency and dispensing with the second reading
6. **Resolution 2023-116** declaring nuisance for excessive vegetation at 914 Beechmeadow Lane, declaring an emergency and dispensing with the second reading
7. **Resolution 2023-117** providing for the removal of a junk motor vehicle at 977 Neeb Road, declaring an emergency and dispensing with the second reading
8. **Resolution 2023-118** declaring nuisance for excessive vegetation at 849 Woodyhill Drive, declaring an emergency and dispensing with the second reading

C. Board Action to Adopt Nuisance Resolutions

- Trustee Stertz: "I introduce and move the adoption of resolutions (2023-111 through 2023-118)"
- Trustee Sieve: "I second the adoption of the resolutions."
- Chair: "Any discussion on the resolutions?"
- Trustee Stertz: "I move to dispense the second reading of the aforementioned resolutions."
- Trustee Sieve: "I second the motion to dispense the second reading of the resolutions."
- Chair: "All those in favor of the motion to dispense with the second reading."
- Chair: "Mr. Luebbe please call the roll."
- Fiscal Officer: Mrs. Stertz Mrs. Sieve Mr. Davis

PUBLIC COMMENT: N/A

ANNOUNCEMENT OF COMMUNITY EVENTS:

1. Free Fishing on Fridays at Clearview Lake – the lake is now open to Delhi residents for catch and release fishing in designated areas on Fridays through September from 7AM until DUSK. Contact the Parks Department with questions.
2. Delhi Historical Society Farmhouse Museum - the Farmhouse is open to the public on Tuesdays, Thursdays, and Sundays from 12:30 PM to 3:00 PM. During your visit you will discover the history of Delhi and how we became the Floral Paradise of Ohio.
3. Delhi Parks & Recreation Dept. will present: Cincinnati Shakespeare Company: William Shakespeare's The Comedy of Errors, on Thursday, July 27th, 2023 at 7:00 p.m. at the Delhi Park Performance Pavilion.
4. The Hamilton County 513Relief Bus will be in Delhi Township on Tuesday, August 15, 2023 from 10:00 a.m. until 3:00 p.m. at the Glen Carder Lodge.

ADJOURN MEETING:

1. 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 would be on Wednesday, August 9, 2023 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