

The August 31, 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 Township Administration Building, 934 Neeb Road. Trustee Michael D. Davis, Trustee Rosanne K. Stertz, 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 for two of Delhi's dear friends:
 - Carol Ann Howarth, Police Chief Jim Howarth's mother. Carol was a graduate of Western Hills High School and the University of Cincinnati and worked for H&R Block for 36 years. Carol is survived by her children Jim, Doug and Lori, seven grandchildren and two great-grandchildren.
 - Pete Sehlhorst, a longtime friend and pillar of Delhi Township. Pete was a member of our Volunteer Fire Department for 25 years and will be remembered by the Fire Department for his passion for antique fire trucks and donation of the fire pumper on display at the Fire Museum. Pete is survived by Betty, his wife of 64 years, and their four children. Pete and his wife Betty were also members of Our Lady of Victory Parish.
- Thoughts and prayers extended to the families and friends of Carol and Pete.

APPROVAL OF MINUTES: (Special Meeting on 8/3/22 & Regular Meeting on 8/10/22)

- A Motion to approve the minutes of the special meeting on August 3, 2022, was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Davis, Stertz and Sieve voted YES. Motion carried.
- A Motion to approve the minutes of the regular meeting on August 10, 2022, was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Davis, Stertz and Sieve voted YES. Motion carried.

APPROVAL OF OVERTIME: (Periods ending 8/9/22 & 8/23/22)

- A Motion to approve the payment of overtime for periods ending August 9 and August 23, 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: Mr. James J. Luebbe

1. **Resolution 2022-126**

Trustee Davis introduced and moved the adoption of a resolution amending appropriations for expenses, declaring an emergency and dispensing with the second reading. Trustee Stertz seconded.

Mr. Cameron reported that the appropriation is for some unexpected repairs to the HVAC unit at Station 30.

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:** Receipts: August 18, \$18,000 for the Motor Vehicle License Tax, \$24,000 Local Government, \$28,000 for the Gasoline Tax fund distributions; Cable Franchise Fee distributions in the amount of \$44,000 on August 29, and \$50,000 on August 31st; and Real Estate tax advancement

payment of \$599,000. Disbursements: \$25,000 payment to Striker Sales on August 25 for a new ambulance cot and \$315,000 for the August 18 Payroll.

TRUSTEES' CORRESPONDENCE:

- Trustee Stertz referenced the identification and arrest of the individuals who robbed the Rapid Run Carryout, with assistance from a police department in Mississippi where the perpetrators were from.
- Trustee Sieve thanked everyone for their patience while our local schools adjust to their early morning drop off and afternoon pick up of students.

SPECIAL PRESENTATION: Mrs. Jean Heffron – American Flag Quilt donation

- Chief Campbell introduced Jean Heffron who offered to donate her homemade American Flag Quilt to the Township. He graciously accepted the quilt from Mrs. Heffron and informed everyone that the quilt would be on display above the Safe Haven Box in the lobby of Fire Headquarters.
- Mrs. Heffron said a few words and was happy to learn that her quilt would be installed above the Safe Haven Box.

FIRE DEPARTMENT:

1. Hiring Recommendation

- A Motion to Approve the hiring of Brayden H. Costa 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 August 31, 2022, was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Davis, Stertz and Sieve voted YES. Motion carried.
- A Motion to Approve the hiring of Sarah R. Braun as Career Firefighter EMT in the Fire Department at the rate per the collective bargaining agreement with the IAFF Local 3389 upon successful completion of the Ohio Police & Fire Pension Medical Questionnaire and Physicians Certification effective September 7, 2022 was introduced by the Fiscal Officer.

Discussion

- Trustee Davis stated that he was not prepared to vote on this motion, and the following motion, due to short notice and additional questions that he would like to address with the Chief.
- Chief Campbell shared some details about the vetting process and their recommendations.
- Trustee Sieve shared some details about the lengthy process that narrowed down their search to the top two candidates, including a third candidate that they are considering for the next process. She confirmed that she was prepared to vote on the motions.
- Trustee Stertz confirmed that she received the information that she needed and was prepared to vote on the motions.
- Continuing with the Motion to Approve the hiring of Sarah R. Braun, the Motion was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz and Sieve voted YES. Trustee Davis abstained. Motion carried.
- A Motion to Approve the hiring of Andrew J. Braun as Career Firefighter EMT in the Fire Department at the rate per the collective bargaining agreement with the IAFF Local 3389 upon successful completion of the Ohio Police & Fire Pension Medical Questionnaire and Physicians Certification effective September 8, 2022, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz and Sieve voted YES. Trustee Davis abstained. Motion carried.

PARKS & RECREATION: Director of Park Operations, Randy Supe

1. Resignation Recommendation

A Motion to Accept the voluntary resignation of Seasonal Parks & Recreation Worker Samuel M. Weidner, effective August 12, 2022, was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Davis, Stertz and Sieve voted YES. Motion carried.

2. Pickleball Update – confirmed that he would be meeting with the construction company on September 12 to look at the schedule for the installation of 4 new courts suggesting they would start on September 19. He anticipated that the project completion date would be early 2023. Reminder that one of the tennis courts is marked and currently available for pickleball.
3. Concert in the Park – the last and final concert will be on Thursday, September 15 with the Danny Frazier Band.

POLICE DEPARTMENT: Assistant Chief Braun

1. Pay Increase Recommendations
 - A Motion to Adjust the annual salary of Police Lieutenant Richard J. Schmalz III to \$107,279.65 effective August 25, 2022, was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Davis, Stertz and Sieve voted YES. Motion carried.
 - A Motion to Adjust the hourly rate of Megan L. Winders, part-time Police Clerk, to \$15.60 per hour, effective August 5, 2022, was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Davis, Stertz and Sieve voted YES. Motion carried.
2. Memorandum of Understanding Recommendation

A Motion to Authorize Police Chief James A. Howarth to sign an MOU with Public Safety Cadets (formerly Dan Beard Police Explorers) for participating in their mentoring program for youth, engagement with the Delhi Police Department, was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Davis, Stertz and Sieve voted YES. Motion carried.

 - Chief Howarth confirmed that they are excited to get the program back up and running and will be recruiting in the very near future.

PUBLIC WORKS DEPARTMENT: Director Ron Ripperger

1. **Resolution 2022-127**

Trustee Davis introduced and moved the adoption of a resolution certifying to the County Auditor final unpaid assessment amounts against abutting property owners for the construction, repair and maintenance of sidewalk and driveway apron improvements along various township streets ordered in accordance with R.C. 5543.10 and its policy and procedures, declaring an emergency, and dispensing with the second reading. Trustee Stertz seconded.

Mr. Ripperger reported that the resolution wraps up the 2021 Greenwell / Francisridge / Riverwatch road project, and that they will be submitting \$20,000 out of the total final assessments of \$48,000 that was billed to the residents back in February, with request to the County Auditor to assess the charges on 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.
2. Paul Road Paving Project – Hamilton County started work today. Confirmed that Mt. Alverno is on their 2023 schedule.
3. Fairbanks / Delhi Road Project – confirmed that the City of Cincinnati is filling potholes this year, and the total repaving project is scheduled next year, 2023. In addition, he confirmed that they are working on the traffic study and are still considering adding a traffic light on Delhi Pike at Fairbanks, at the bend in the road.
4. Discussion took place addressing the timing of some of the traffic signals on Delhi Pike.

ADMINISTRATION:

1. **Resolution 2022-128**

Trustee Davis introduced and moved the adoption of a resolution authorizing and entering into a Self-Funded Plan Run-Off Claim Administration Agreement with Key Benefit Administrators, Inc., authorizing the Township Administrator to execute and deliver necessary documents, declaring an emergency, and dispensing with the second reading. Trustee Stertz seconded.

Mr. Cameron informed the Board, with the previous resolution approving a new health insurance carrier for 2023, this resolution names Key Benefits Administrator as the party responsible for paying out remaining claims on the current plan.

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. **Resolution 2022-129**

Trustee Davis introduced and moved the adoption of a resolution authorizing the Township Administrator to execute an agreement with the Board of County Commissioners, Hamilton County, Ohio, for a Community Revitalization grant for the Delhi Towne Square Project, declaring an emergency and dispensing with the second reading. Trustee Stertz seconded.

Mr. Cameron reported, this is a \$600,000 grant award that Hamilton County put out earlier in the year, of which will be on their upcoming meeting agenda for approval.

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 2022-130**

Trustee Davis introduced and moved the adoption of a resolution entering into an employment agreement with C. Michael Lemon as Interim Township Administrator, declaring an emergency and dispensing with the second reading. Trustee Stertz seconded.

Mr. Cameron introduced Mr. Lemon, who was selected by the Board to serve in an Interim capacity following his department on September 18.

Mr. Lemon briefly spoke about his background and experience, and thanked the Board for having the confidence in his ability to carry forward with Township business and priorities.

Trustee Sieve commented on the process and opportunity during special session to get know Mr. Lemon on a professional and personal level and the unanimous decision to approve his appointment.

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 2022-131**

Trustee Davis introduced and moved the adoption of a resolution entering into an agreement with Vehr Communications LLC for Communication Consulting Services, authorizing the Township Administrator to execute the agreements, declaring an emergency, and dispensing with the second reading. Trustee Stertz seconded.

Mr. Cameron reported, after going through the required RFQ process for communications consultant and having worked with Vehr Communications on various communications materials over the past year, the resolution approves the recommendation and agreement to allow us to continue working with them in the future.

Trustee Sieve addressed some concerns related to their pay schedule and option for a retainer.

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 2022-132

Trustee Davis introduced and moved the adoption of a resolution amending a lease agreement with Delhi TS Apartments LLC for ground lease at 5025 Delhi Pike, AKA Delhi Towne Square, declaring an emergency and dispensing with the second reading. Trustee Stertz seconded.

Mr. Cameron reported, the resolution addresses a couple additional lease items that will allow them to move forward with the installation of the first pad to be delivered on September 15, foundation work expected to start on September 20, and steel going up mid-December. He suggested that they will be ready to send out promotional materials and start leasing apartments in the fall, 2023.

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.

COMMUNITY DEVELOPMENT: Tony Roach, Zoning Administrator

1. Resolution 2022-133

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 328 Bob Drive, declaring an emergency and dispensing with the second reading. Trustee Stertz seconded.

Mr. Roach reported, they originally started with 17 violations and were able to reduce the number down by 5 following inspections of the properties this morning, for a total of 12 violations on the final agenda.

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. Resolution 2022-134

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 563 Greenwell Avenue, 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.

3. Resolution 2022-135

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 579 Greenwell Avenue, 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.

4. Resolution 2022-136

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 3912 Delhi Pike, 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 2022-137

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 3940 Delhi Pike, 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.

6. Resolution 2022-138

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 4093 Delhi Pike, 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.

7. Resolution 2022-139

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 5313 Palisades Drive, declaring an emergency and dispensing with the second reading. Trustee Stertz seconded.

Mr. Roach reported, the property owner has Cut & Fill permits for the flagged lots, of which the condition is now overgrown.

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.

8. Resolution 2022-140

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 5321 Plumridge Drive, 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.

9. Resolution 2022-141

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 5340 Gander Drive, 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.

10. Resolution 2022-142

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 416 Greenwell Avenue, 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.

11. Resolution 2022-143

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 5290 Whitmore Drive, 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.

12. Resolution 2022-144

Trustee Davis introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation and accumulated debris at 306 Anderson Ferry 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.

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

PUBLIC COMMENT: Not applicable.

ANNOUNCEMENT OF COMMUNITY EVENTS:

1. Free Fishing on Fridays at Clearview Lake, from 7am until dusk, through September 30th.
2. Delhi Parks 3rd Summer Concert, featuring Danny Frazier Band, on Thursday, September 15 at 7:00 p.m.
3. Classic Cocktails with Molly Wellmann will be at the Delhi Park Lodge on Friday, September 23, 2022 at 7:30 p.m.

Additional Reports

Rules for Raising Goats - In response to a question from Trustee Davis, Mr. Roach reported on rules related to raising goats and constructing pens in the Township.

Campaign Signage - In response to a question from Trustee Sieve, Mr. Roach reviewed the regulations and notification to campaign offices related to the installation of campaign signs.

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, was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Davis, Stertz and Sieve voted YES. Motion carried.

Trustee Sieve confirmed the Board's next regular meeting will be held on Wednesday, September 14th.

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 Stertz. Trustees Davis, Stertz and Sieve 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 Stertz. Trustees Davis, Stertz and Sieve 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