

The September 27, 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 Congressman and Senators who are working on a funding bill to prevent a shutdown of our federal government;
- and in recognition of our special guest, Mr. Albert C. Duebber, who is a long time Delhi Township business owner and served as a Delhi Trustee for eight years.
- Mr. Duebber led the Pledge of Allegiance.

#### APPROVAL OF MINUTES:

---

- A Motion to approve minutes from the Special Meeting on August 18, and Regular Meetings on August 30<sup>th</sup> and September 8<sup>th</sup>, 2023, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

#### APPROVAL PAYMENT OF OVERTIME:

---

- A Motion to approve payment of overtime for Pay Periods ending September 5 and September 19, 2023, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

#### APPROVAL BILLS FOR PAYMENT:

---

- 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: Expenses: \$357,000 for the September 14 Payroll; \$383,000 for the September 28 Payroll. Revenue: Receipt of \$60,000 on September 21 for the Gasoline Tax and Local Government distributions, and \$1,070,000 for our last Real Estate Tax Settlement distribution.

#### TRUSTEES' CORRESPONDENCE:

---

- Trustee Stertz referenced several staff 'appreciation' letters received by the office:
  - Bobbi Honnert, Community Risk Reduction Specialist in the Fire Department, for assisting a family member with relocating some of their loved ones.
  - FF/Paramedics Katie Locasto and Whitney Esterkamp; FF/EMT Jacob Jahn and Lt. Austin Ecklar, from the Emergency Room at Good Samaritan Hospital regarding care provided to mom and baby during a premature delivery and transport to the hospital.
  - FF/Medics Austin Piening, Seth Muecci, Bryon Semm and Lt. David Benken, from a resident for the fast response and care provided to her husband after he fell in their garage.
  - Dan Ryan and Park staff for organizing and hosting our summer concerts.
- Trustee Sieve reported on staff 'appreciation' letters recognizing the following staff:
  - Assistant Chief Jon Helmes, Lt. Kevin Kraemer, and Medic Steve Schmidt, from the Oak Hills Local School District for their annual visit to the schools to instruct the teachers on how to use their Stop the Bleed kits, CPR and the defibrillator.
  - Assistant Chief Helmes, from Mount St. Joseph University for leading the Active Shooter Training.
- Trustee Sieve thanked Mount St. Joseph University for the invitation to attend a Lions football game and celebrate 'Delhi Day' with them on September 9<sup>th</sup>.
- Trustee Sieve reported that METRO is adding a third route to Delhi Township that will establish a direct route to the University/Clifton Heights area.

- Trustee Davis recognized our police officers for the continued effort monitoring our main intersections on Delhi Pike for red light violations. Referencing a motorcycle accident at the intersection of Delhi Pike and Pedretti, he encouraged everyone to slow down when approaching our busy intersections.

#### SPECIAL PRESENTATIONS:

---

##### 1. Veridian at Delhi Towne Square Update: Lisa Scovic, NorthPointe Group

Ms. Scovic, NorthPointe Group partnering with PLK Communities, reported on the following:

- Four out of the five buildings are under roof.
- Crews to start painting and installing flooring and cabinetry in the first building.
- The first building (24 units) will be ready January, 2024.
- The next four buildings will open in succession one month at a time (February, March, April, May).
- The five-building complex (180 apartments) will be open June, 2024.
- Temporary leasing office is now located at 4977 Delhi Pike.
- Permanent leasing office (located in one of the apartments behind Wild Mike's) will be ready in April.
- Hard Hat tours will start the week of October 10<sup>th</sup> (leasing office will be open that week).
- Pre-leasing will start in October (currently have 100 people on the waiting list).
- Veridian Delhi website is now live.

##### 2. Police Chief Swearing-In: Col. Jeffrey S. Braun

- Trustee Mike Davis administered the oath of office to Chief of Police Jeffrey Braun.
- Jeff's wife Laura pinned on his badge.
- Chief Braun expressed his appreciation for his mentor and friend Ret. Chief Jim Howarth.
- He thanked the many individuals who supported him over the years, the members of the Delhi Citizens Police Association, Hamilton County Police Association, current police officers, and the community for their continued support.
- He thanked the current Board for supporting his career advancement and trust in him.
- The Trustees, Fiscal Officer and Administrator expressed their confidence and support of Chief Braun and look forward to being witnesses to his leadership.

#### FIRE DEPARTMENT: Chief Doug Campbell

---

##### 1. Voluntary Resignations

- A Motion to Accept the voluntary resignation of Part-Time Firefighter / Paramedic Tyler J. Billman 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 Nathaniel R. Weber effective September 12, 2023, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.
- Chief Campbell commented on the departure of Tyler and Nathaniel moving on to full-time jobs with Montgomery and Harrison.
- Open House – scheduled on October 8<sup>th</sup> from 1:00 p.m. to 4:00 p.m. at Fire Headquarters.

#### PARKS & RECREATION: Parks & Recreation Director Randy Supe

---

##### 1. Resignation Recommendations

- A Motion to Accept the voluntary resignation of Seasonal Parks & Recreation Worker Elizabeth A. Roedersheimer effective August 9, 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 Seasonal Parks & Recreation Worker Samuel M. Weidner effective August 12, 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 Seasonal Parks & Recreation Worker David A. Hay effective September 7, 2023, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

## 2. Department Update

- Clearview Lake fountain – failure of the 25-year-old equipment.
  - Review of replacement options including white and multi-color lights.
  - Consensus of the Board to replace the equipment with the multi-color light option.
- Waterfall feature at Floral Paradise Gardens – water is now running in the feature. Special thanks to the volunteers who worked on it and got it back up and running.
- Cameras at Floral Paradise Gardens – discussion to add cameras in that area of the park.
- Walking Path Repaving Project – department received a grant to repave the walking path that extends from Floral Paradise Garden, around Field #6 along the driveway.

## POLICE DEPARTMENT: Lt. Joe Macaluso for Chief Braun

1. Department Update - Lt. Macaluso provided the update in Chief Braun's absence.
  - Open House on Saturday, October 14<sup>th</sup> from 11:00 a.m. until 3:00 p.m.
  - Citizens Police Academy fall session has been postponed until spring, 2024.
  - Police Department Facebook page is back up.
  - The Board recognized Lt. Macaluso's 30-year career, leading the Investigation Division since 2008.

## PUBLIC WORKS DEPARTMENT: Project Supervisor/Assistant Director Jon Gelhausen

### 1. **Resolution 2023-150**

Trustee Stertz introduced and moved the adoption of a resolution entering into Agreement with Board of County Commissioners, Hamilton County, Ohio ("County") and the Board of Education of the Oak Hills Local School District ("Oak Hills") to share equitably in the rental expenses for a rubber tire loader at Delhi's salt storage dome, authorizing the Director of Public Works to execute the agreement and to rent the equipment, declaring an emergency and dispensing with the second reading. Trustee Sieve seconded.

- Mr. Gelhausen reported that the annual agreement benefits all parties in the cost of the rental and use of the rubber tire loader.
- Trustee Stertz moved and Trustee Sieve seconded to dispense with the second reading. Trustees Stertz, Sieve and Davis voted YES.
- Trustees Stertz, Sieve and Davis voted YES at roll call to adopt the resolution. Resolution adopted.

## 2. Department Update

- Mt. Alverno / Pedretti Road Project – crews have returned this week to install handicap ramps along 40 stormwater catch basins. The project is expected to run through the end of the year.
- Sidewalk Installation Project – section of Mt. Alverno Road in between Paul Road and Delhi Pike – the project is completed and the sidewalk is now open.
- Hamilton County Engineer Rodeo – several employees from our Public Works and Parks departments competed in the recent snowplow competition. Congratulations to Park Crew Leader Brandon Lowry who finished 5<sup>th</sup> out of 40 drivers and is moving on to compete at the state level.

**1. Resolution 2023-151**

Trustee Stertz introduced and moved the adoption of a resolution declaring official intent with respect to reimbursements of temporary advances made for expenditures for Capital Improvements for Public Infrastructure Improvements for a Sanitary Sewer Project in the township in fiscal years 2023 and 2024 to be made from subsequent borrowings, declaring an emergency and dispensing with the second reading. Trustee Sieve seconded.

- Mr. Miller reported that resolutions 2023-151 and 2023-152 fulfill an accounting requirement for TIF and the General Fund expenditures for the Delhi Towne Square project.
- 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 at roll call to adopt the resolution. Resolution adopted.

**2. Resolution 2023-152**

Trustee Stertz introduced and moved the adoption of a resolution declaring official intent with respect to reimbursements of temporary advances made for expenditures for Capital Improvements for Building and Public Infrastructure Improvements in the township in fiscal years 2023 and 2024 to be made from subsequent borrowings, declaring an emergency and dispensing with the second reading. Trustee Sieve seconded.

- 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 at roll call to adopt the resolution. Resolution adopted.

**3. Resolution 2023-153**

Trustee Stertz 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 Sieve seconded.

- Mr. Miller confirmed the expenditures over \$10,000 include: water fountain replacement cost not to exceed \$15,000, and 3 police cruisers at a cost not to exceed \$125,000.
- 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 at roll call to adopt the resolution. Resolution adopted.

**4. Delhi Towne Square Update**

- Exterior work - continues on the rear of the public building.
- Interior work – varying degrees of finishing work including mudding, prepping for painting, installation of acoustic tiles and cabinets.
- Fitness Center - locker rooms are in.
- Warming pool - backfilled and prepped for the deck pouring.
- Competition pool – started painting.
- Front lawn - progress is being made.
- Windows installed on the north side of the building looking over the lawn.

**1. Review & Reading of Property Nuisance Violations**

- Ms. Pierson identified the properties and violations to be declared as nuisances.
- Fiscal Officer Luebbe performed the reading of resolutions 2023-154 through 2023-156:
  - **Resolution 2023-154.** Declaring nuisance for excessive vegetation at 5218 Riverwatch Drive, declaring an emergency and dispensing with the second reading.
  - **Resolution 2023-155.** Declaring nuisance for excessive vegetation at 4011 Delhi Pike, declaring an emergency and dispensing with the second reading.
  - **Resolution 2023-156.** Declaring nuisance for excessive vegetation at 5060 Clarevalley Drive, declaring an emergency and dispensing with the second reading.
- **Board Action to Adopt Nuisance Resolutions**
  - Trustee Stertz introduced and moved the adoption of Resolutions 2023-154, 2023-155 and 2023-156.
  - Trustee Sieve seconded.
  - Trustees Stertz moved and Trustee Sieve seconded to dispense with the second reading. Trustees Stertz, Sieve and Davis voted YES to dispense with the second reading.
  - Trustees Stertz, Sieve and Davis voted YES during roll call to adopt the resolutions.
  - Resolutions 2023-154 through 2023-156 were adopted by the Board.

**2. Resolution 2023-157**

Certifying violation abatement expenses at 5353 Meadowood Court, 914 Beechmeadow Lane, 4323 Mt. Alverno Road, 373 Robben Lane, 889 Anderson Ferry Road, 4968 Mt. Alverno Road and 328 Bob Drive to the County Auditor for assessment, declaring an emergency and dispensing with the second reading.

- Trustee Stertz introduced and moved the adoption of the resolution.
- Trustee Sieve seconded.
- Trustees Stertz moved and Trustee Sieve seconded to dispense with the second reading.
- Trustees Stertz, Sieve and Davis voted YES to dispense with the second reading.
- Trustees Stertz, Sieve and Davis voted YES during roll call to adopt the resolution.
- Resolution adopted.

**PUBLIC COMMENT:**

---

Don Jenkins, resident and active community member volunteering with the Delhi Athletic Association for many years and the Delhi Skirt Game, announced that he will be serving as chairman of the Delhi Business Association Christmas Parade Committee.

He confirmed that Jim Howarth accepted the offer to serve as Grand Marshal and Russ Brose offered to print the booklets, as he has for many years. He will be reporting back to the Delhi Business Association members at their next meeting on October 18<sup>th</sup>.

**ANNOUNCEMENT OF COMMUNITY EVENTS:**

---

1. Delhi Parks & Rec partnering with JC Boutique will present a Community Craft Night on Friday, September 29<sup>th</sup> at the Delhi Senior Community Center.
2. Homeowner Assistance EXPO presented by Hamilton County Treasurer Jill A. Schiller on Saturday, September 30<sup>th</sup> at the Community Action Agency, Langdon Farm Road.
3. DHS program on Cincinnati Beer with author Michael Morgan on Monday, October 9 at the Delhi Senior Community Center.
4. Delhi Branch Library event making mason jar fall vases on Tuesday, October 10<sup>th</sup> at 7:00 p.m.

5. Delhi Parks presents, Madcap Puppets Annie Oakley’s Wild West, at our Delhi Park Pavilion at 7:00 p.m. on Thursday, October 12<sup>th</sup>.
  6. Delhi Parks presents the Harvest Hootenanny fall festival on Saturday, October 21<sup>st</sup> at Story Woods Park.
- Announcement of next meeting:  
Trustee Davis confirmed that the Board will convene for their next meeting on Wednesday, October 11<sup>th</sup> at 6PM.

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

**RETURN TO PUBLIC MEETING:**

---

A Motion to Conclude Executive Session and return to the public meeting was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

**ADJOURN MEETING:**

---

With no further business to come before the Board, a Motion to Adjourn the meeting was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis 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