

The December 21, 2021 regular meeting of the Delhi Township Board of Trustees was called to order at 6:00 p.m. by Chair Rosanne K. Stertz at the Glen Carder Lodge, Delhi Park, 5125 Foley Road. Trustee Cheryl A. Sieve, Trustee Michael D. Davis, 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 Robert D. Curd. Beloved husband of Janet Curd (Nee Westendorf) for 62 years. Loving father of Michelle Pease Downey, Brent Curd and the late Scott Curd. Father-in-law of Tracy Grogan. Grandfather of nine, including Travis Curd who serves on Delhi's Financial Advisory Board; and great-grandfather of eight great-grandchildren. May Robert rest in peace.
- Thoughts and prayers go out to the Curd family, and to all families who experienced the loss of a loved one this holiday season.

APPROVAL OF MINUTES: (Regular Meeting on 12/8/21)

A Motion to approve the minutes from the Board of Trustees Regular Meeting held on December 8, 2021, was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

APPROVAL OF OVERTIME: (Period Ending 12/14/21)

A Motion to approve the payment of overtime for pay period ending December 14, 2021, was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

APPROVAL OF BILLS:

A 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

1. **Resolution 2021-198**

Trustee Sieve introduced and moved the adoption of a resolution making appropriations of funds for expenditures during the fiscal year ending December 31, 2022, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

• **Discussion**

Mr. Cameron reviewed changes to the 2022 Appropriations document since the last draft, identified as the attachment to the Resolution:

- Line items added – The Delhi Towne Square bonds issued in the amount of \$30 million (2 revenue accounts and 2 appropriation accounts).
- A few minor tweaks in some accounts.
- Line item added – increase – the recording of \$3.15 million for the American Rescue Plan funding.
- FEMA Funds – needing to be included for the Rapid Run flood project.

• **Discussion regarding the funding request for Pickleball Courts and a Dog Park**

Mr. DeLong reported that he and Mr. Cameron had met with Brandstetter Carroll about a park master plan to consider more greater options and the parks as a whole in Delhi. BCI expects that a plan would range from \$75,000 to \$100,000 and would take up to 10 months.

Trustee Sieve agreed with the proposal understanding that a master plan would help them look at a long-term planning opportunity, however she would like to see it move quickly.

Trustee Davis concurred with the value a park master plan can add which could incorporate pickleball dog parks. However, he suggested that he has received many requests for pickleball courts and a dog park opportunity for residents.

Trustee Stertz asked what fund the plan expense would be from. Mr. Cameron stated that the expense would come out of the Park Fund. Mr. Cameron also confirmed that the 2022 Appropriations includes \$100,000 for pickleball and \$50,000 for a dog park.

Trustee Davis made it clear that he wants to see pickleball courts and a dog park happen this year and would like to table the park master plan discussion until a later date.

Mr. Cameron confirmed that he will keep the funding for the projects in the 2022 Appropriations budget, while we continue to research the best locations and look at an RFQ for the Master Plan process if determined necessary.

- FEMA funding omission - FEMA funds need to be added in the a amount of \$950,000 in the 2022 Appropriations budget. Law Director Pacheco suggested the wording of motions to properly amend the content of the resolution attachment and to approve the resolution as amended.
 - **Motion to Approve the Amendment to the 2022 Appropriations (resolution attachment)**
A Motion to amend Resolution 2021-198 to reflect the inclusion of \$950,000 to the FEMA Fund in line item 4902-760-599-0000, page 9, was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

Trustee 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.

- **Motion to Approve Resolution 2021-198 as Amended**
Motion to approve Resolution 2021-198 as amended, was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

2. Resolution 2021-199 (no action taken)

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.

- Resolution removed from the agenda per Mr. Cameron's request.

3. Significant Transactions:

Receipts: December 14: \$10,189,000 proceeds for the taxable portion of the bonds, and \$19,729,000 proceeds for the tax-exempt portion of the bonds; December 16: \$39,000 for EMS Reimbursement, \$16,000 for the Permissive Motor Vehicle License Tax, and \$54,000 for the Gasoline Tax and Local Government Fund distribution.

Expenditures: December 20: payment of \$1,054,800 to Brandstetter Carroll for the Delhi Towne Square design services, and a check was cut in the amount of \$610,000 as payment to the Bank of New York for the last payment on the bonds for the Neeb Road and Rapid Run stations and related equipment.

TRUSTEES' CORRESPONDENCE:

- The Trustees extended season's greetings and a healthy new year to everyone.
- Trustee Davis thanked the Police Department for increasing police patrols in Delhi Park.

- Law Director Pacheco stated that he and Assistant Police Chief Braun discussed park rules and current laws that address loitering and trespassing to determine how we can legally address issues regarding juvenile behavior that has become problematic at the new playground.
- Trustee Stertz reported that the Board attended a ribbon-cutting for Delhi Who Dunit?, a new business specializing in a mystery escape room with other gaming options, and computer related training. She encouraged residents to stop by to meet the owners, who are also residents, and see what they have to offer.

FIRE DEPARTMENT: No Agenda Items.

PARKS AND RECREATION: No Agenda Items.

POLICE DEPARTMENT: Police Chief Howarth

1. Resolution 2021-200 (first reading)

Trustee Sieve introduced and moved the adoption of a resolution adding the Police Auxiliary Officer job description to Article 12, Position Descriptions, of the Delhi Township Amended and Restated Summary of Policies dated January 1, 2014. Trustee Davis seconded.

Mr. Cameron stated the reason for the resolution is to introduce the draft job description, suggesting that this would be the first reading, and then to follow up with a second reading at the first meeting in January.

Chief Howarth reported that if passed, they would send the job description to the State of Ohio Attorney General's office so they can recognize it as a new position. Confirmed that the position would be staffed by retired Delhi Police Officers who would work off-duty details. He added that it would be a voluntary unpaid position, with the exception of mandatory training required by the State of Ohio of which they would receive compensation.

Trustee 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.

PUBLIC WORKS: No Agenda Items.

ADMINISTRATION; Administrator Cameron

1. Resolution 2021-201

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, the Resolution approves the disposal or sale at auction Township property, as outlined on the attachment, that is no longer needed by the office or is no longer fit for use.

Trustee 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 2021-202

Trustee Sieve introduced and moved the adoption of a resolution adopting rules under R.C. 121.22(F), and dispensing with the second reading. Trustee Davis seconded.

Mr. Cameron confirmed that the resolution establishes rules for meetings.

Trustee 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 2021-203

Trustee Sieve introduced and moved the adoption of a resolution appointing Financial Advisory Board and amending and restating the organizational structure and responsibilities, and dispensing with the second reading. Trustee Davis seconded.

Mr. Cameron confirmed that all members agreed to continue their voluntary service with the Board.

Trustee 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 2021-204

Trustee Sieve introduced and moved the adoption of a resolution establishing pay rates during Fiscal year ending December 31, 2022, declaring an emergency, and dispensing with the second reading. Trustee Davis seconded.

- Following a discussion regarding the Pay Schedule for the Non-Contractual Pay Rates (referenced as Exhibit A to the resolution) Law Director Pacheco advised that it would be necessary to amend the resolution by motion, suggesting the following wording, followed by a reading and approval of the amended resolution.

- **Motion to Amend Resolution 2021-204**

- A Motion finding it necessary to amend Resolution 2021-204 in order to approve the final Pay Schedule (referenced as Exhibit A) as discussed and approved by the Trustees during Executive Session, was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

- **Resolution 2021-204 (AS AMENDED)**

- Trustee Sieve introduced and moved the adoption of a resolution establishing pay rates during Fiscal year ending December 31, 2022, declaring an emergency, and dispensing with the second reading. Trustee Davis seconded.

Trustee 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 2021-205

Trustee Sieve introduced and moved the adoption of a resolution updating and amending Article 5 of the Paid Vacation Policy of the Delhi Township amended and restated summary of policies dated

January 1, 2014, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Mr. Cameron reported that the amendment addresses disparities within the vacation leavy policy.

Trustee 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.

COMMUNITY DEVELOPMENT:

1. Resolution 2021-206

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 5602 Foley Road, declaring an emergency, and dispensing with the second reading. Trustee Davis seconded.

Mr. DeLong confirmed that the accumulated debris consists of a refrigerator that has been on the front porch for quite some time.

Trustee 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.

PUBLIC COMMENTS: Not applicable.

ANNOUNCEMENT OF COMMUNITY EVENTS:

- Delhi Township sponsored Christmas Tree Recycling program will be at Floral Paradise Gardens from December 26h through January 9th.

CLOSING REMARKS:

- Reminder: The Delhi Township sponsored Recycling program located in the Senior Center parking lot, will be increased by one large recycling container for mixed use recycling materials following the holidays (the container will be exchanged on Friday and Monday). Please remember to break down all boxes before arriving at the recycling center.
- Law Director Pacheco thanked the Board for allowing him to continue to represent the Township in legal matters that pertain to the business of the Township.
- Trustee Stertz confirmed that they will meet again on Wednesday, January 12th at the Delhi Park Lodge.

ADJOURN MEETING:

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.

James J. Luebbe, Fiscal Officer