

The January 11, 2023 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, Cincinnati, OH 45233. Trustee Michael D. Davis, Trustee Rosanne K. Stertz, Fiscal Officer James J. Luebbe, Interim Administrator Mike Lemon 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 very special community members:
  - Bob Miller who passed at the age of 92. Bob volunteered on the Community Emergency Response Team (CERT) for many years into the 1980's.
  - Tammy Jenkins who passed away yesterday after a fighting a long battle with cancer. Tammy was married to Don Jenkins, chairman of the Delhi Skirt Game Committee. Survived by her husband Don, three children Charles, Matthew and Andrew, and five grandchildren.
  - And for the family members and friends of the Jenkins and Miller families.

#### NOMINATION OF BOARD CHAIRPERSON:

- A Motion to Appoint Mike Davis as Board Chairperson for 2023 was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.
- Opening remarks from Trustee Mike Davis, Chairperson of the Board.

#### APPROVAL OF MINUTES: (Regular Meeting on 12/28/22, & Special Meetings on 12/28/2022)

- A Motion to approve the minutes from the Board of Trustees regular meeting on December 28, 2022 was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.
- A Motion to approve the minutes from the Board of Trustees special meeting on December 28, 2022, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

#### APPROVAL OF PAYMENT OF OVERTIME: (Period ending 12/27/22)

- A Motion to approve overtime for pay period ending December 27, 2022 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. Resolution 2023-001

Trustee Stertz introduced and moved the adoption of a resolution requesting the County Auditor to make advance payments of taxes pursuant to R.C. 321.34 and dispensing with the second reading. Trustee Sieve seconded.

Mr. Luebbe reported that the resolution allows the early distribution of real estate taxes so we can pay our bills.

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. **Resolution 2023-002**

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. Lemon reported, the resolution approves spending for expenditures of which funds have been appropriated for multiple vendors and services.

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. **Significant Transactions:**

Receipts: \$56,000 for the Motor Vehicle License Tax, Local Government Fund and Gasoline Tax, and \$68,000 for EMS Reimbursements.

Disbursements: \$317,000 on January 5 for Payroll.

**TRUSTEES' CORRESPONDENCE:**

- Trustee Stertz made some references to how our departments work together in a cooperative manner and the appreciation shared internally by staff as well as externally by residents:
  - From Sgt. Goddard to Ron Ripperger and the Public Works crew for their work during the snow emergency over the Christmas holiday;
  - From Police Officer Mark Meyers to the Fire Chief for assistance during a recent auto accident regarding staff (Katie Locasto, Andy Ihle and Jon Helmes) who stayed behind and helped clean up drywall screws from the road;
  - From Mercy Health ER to the police officer who arrived first on scene to a run and provided care to a patient experiencing cardiac arrest.
  - Appreciation of Mike Benhase, owner Delhi Dunkin Donuts, who donated AEDs to the Police Department to carry in their cruisers.
  - Notes of appreciation from three residents for the care provided by our EMTs.
- Trustee Sieve reported that the WeThrive Committee met with Delshire School Administration to address mental health issues regarding children attending our schools. She added that the Committee is also looking for volunteers, and that their next meeting for those interested is scheduled on Thursday, February 2<sup>nd</sup>.

**FIRE DEPARTMENT: Chief Doug Campbell**

1. **Hiring Recommendation**

- A Motion to Approve the hiring of Jacob P. Kelley 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 January 11, 2023, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.
- Remarks from Chief Campbell regarding Jacob's personal and professional background, confirming that his background check and pre-employment physical is pending.

2. **2022 Service Numbers**

- 2022 was the department's 87<sup>th</sup> year in service.
- 4,225 runs, the highest number of runs in any year at 10% over 2021 (the first double digit increase) with most being EMS transports.
- 404 runs in December alone (not close to that in any prior year)
- 4 minutes 39 seconds average response time.

- One-third of runs were double runs (two units out at a time)
- Greenwell Station turned the highest increase of all three stations.

**PARKS & RECREATION: Park Director Randy Supe**

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1. **Department Update**

- Remodel project at the Park Lodge installing new flooring (project paid for with a CBDG grant). The sound system will also be updated; new equipment has been ordered. The Lodge will be unavailable through the beginning of April.
- The audio/video system upgrade at the Senior Community Center has been completed.
- Pathways in our Parks – an upcoming project also paid for with a CBDG grant.
- Events Coordinator / Seasonal Help / Custodians -currently accepting applications.
- Pickleball courts – meeting with the contractor at the end of the week to secure scheduling a date for the painting of the final surface and netting install at the earliest date after the weather breaks.

**POLICE DEPARTMENT:**

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1. **Resolution 2023-003**

Trustee Stertz introduced and moved the adoption of a resolution Declaring Necessity for levying a tax exceeding the ten-mill limitation, certifying proposed 2.99 mills Police Protection Levy questions (specified herein) to the Hamilton County Auditor, declaring an emergency and dispensing with the second reading. Trustee Sieve seconded.

Chief Howarth confirmed the need to go to the voters in May with a levy request, of which the first step in the process is to submit three millage amounts to the County Auditor to determine which one would best produce the funding that would support police services. After confirming the correct millage amount, he confirmed that we would then proceed with a resolution to proceed to levy a tax directing placement of a levy on the ballot of the May Primary Election. He also confirmed that the department's operating budget has been working from the last levy request approved by the voters in 2014.

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. **Resolution 2023-004**

Trustee Stertz introduced and moved the adoption of a resolution Declaring Necessity for levying tax exceeding the ten-mill limitation, certifying proposed 3.25 mills Police Protection Levy questions (specific herein) to the County Auditor, 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 during roll call to adopt the resolution. Resolution adopted.

3. **Resolution 2023-005**

Trustee Stertz introduced and moved the adoption of a resolution Declaring Necessity for levying tax exceeding the ten-mill limitation, certifying proposed 3.49 mills Police Protection Levy questions (specific herein) to the County Auditor, 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 during roll call to adopt the resolution. Resolution adopted.

#### PUBLIC WORKS DEPARTMENT: Director Ron Ripperger

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##### **1. Review of 2023 Construction Projects and Funding**

The department has scheduled \$2 million in construction projects throughout the summer 2023.

- SORTA Sidewalk Grants - \$700,000 dedicated to sidewalk construction projects on Mount Alverno, Greenwell and Neeb Road. Pre-construction meeting scheduled this Friday.
- Annual Road Rehabilitation Project - \$1.3 million rehabbing streets off of Devils Backbone, the Hickory's and Greenery's.
- Rapid Run Road FEMA projects – wrapping of 13 years of work scheduled to be completed in March (totaling the demolition of 30 flood-prone homes).
- Mt. Alverno Paving Project – also on the schedule for this summer.
- Fairbanks – scheduled to go out for bid soon. Project will include traffic light additions at the bend in the road at Fairbanks.
- Addressed some traffic lights on Delhi Pike being out of sync. Confirmed that he will submit a request to look at the timing during evening hours.

#### ADMINISTRATION: Interim Administrator Mike Lemon

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##### **1. Resolution 2023-006**

Trustee Stertz introduced and moved the adoption of a resolution authorizing the Elected Officers of Delhi Township to join the Coalition of Large Urban Townships for 2023, declaring an emergency and dispensing with the second reading. Trustee Sieve seconded.

Mr. Lemon reported that membership with the Coalition provides a forum for the exchange of problems, issues and solutions for similarly sized townships in Ohio, and to provide input to the Ohio Township Association on their behalf.

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. Delhi Towne Square Project Update**

- Steel beams are going up and concrete is being poured.
- Anticipate the decking will be going up very soon, by the end of the month or early next week.
- The steel beam represents the location of the building for the Delhi offices, preschool rooms on one end and the auditorium on the other end.
- He confirmed that this will be his last meeting and that the new Administrator, Skylor Miller, will be taking the lead through completion. He thanked the Trustees and staff for their help and cooperation.

##### **3. Departure of Mike Lemon**

- Mr. Lemon confirmed that this would be his last meeting serving as Interim Administrator and the new Administrator, Skylor Miller, would be taking the lead on the project through completion. He thanked the Trustees and staff for their help and cooperation while he served in the interim.
- The Trustees expressed their appreciation for Mr. Lemon and presented him with a gift to thank him for his service.

## COMMUNITY DEVELOPMENT: Zoning Administrator Tony Roach

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### 1. **Resolution 2023-007**

Trustee Stertz introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 365 Anderson Ferry Road, declaring an emergency and dispensing with the second reading. Trustee Sieve seconded.

Mr. Roach confirmed property violations addressed in resolutions 7, 8 & 9.

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. **Resolution 2023-008**

Trustee Stertz introduced and moved the adoption of a resolution providing for the removal of a junk motor vehicle at 185 Pedretti Road, 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 during roll call to adopt the resolution. Resolution adopted.

### 3. **Resolution 2023-009**

Trustee Stertz introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 5116 Willnet Drive, 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 during roll call to adopt the resolution. Resolution adopted.

### 4. **2022 Department Report**

- Issued \$66 million in zoning certificates (a good percentage related to Delhi Towne Square)

Closing Comments:

- Remarks regarding the outlook for 2023 from Trustee Davis.
- Introduction and closing remarks from our new Administrator Skylor Miller.

PUBLIC COMMENT: N/A

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## ANNOUNCEMENT OF COMMUNITY EVENTS:

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1. Delhi Branch Library hosting a Valentine's Day puzzle wreath making class on Saturday, February 4, 2023 at 11:00 a.m.
2. Delhi Historical Society program, "Cemeteries of Delhi Township," at the Delhi Community Senior Center on Monday, February 13<sup>th</sup>.

**EXECUTIVE SESSION:**

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

**Announcement of Next Meeting:**

Trustee Davis confirmed the date of their next regular meeting will be on Tuesday, January 24<sup>th</sup> at 6:00 p.m.; rescheduled from their regular meeting schedule originally scheduled on Wednesday, January 25<sup>th</sup>.

**RETURN TO PUBLIC MEETING:**

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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:**

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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.

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.

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James J. Luebbe, Fiscal Officer