

The January 12, 2022 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:

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- 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 Ginny Murphy, wife of a former Delhi Police Officer Charlie Murphy, who retired on May 27, 1995 with 25 years of service. Besides Charlie, Ginny is survived by three children: Ron, Mitch and Sheri; twelve grandchildren, and eleven great-grandchildren. May she rest in peace.

#### SWEARING IN OF ELECTED TOWNSHIP OFFICIALS: Honorable Jon H. Sieve Presiding

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- Opening remarks from Judge Sieve.
- The ceremonial oath of office was administered to Michael D. Davis for his re-election and appointment to another four year term as Trustee beginning on January 1, 2022.
- The ceremonial oath of office was administered to Cheryl A. Sieve for her re-election and appointment to another four year term as Trustee, beginning on January 1, 2022.
- Remarks from the current Chairperson of the Board Rose Stertz.

#### NOMINATION OF BOARD CHAIRPERSON:

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A Motion to Appoint Mrs. Sieve as Board Chairperson for 2022 was moved by Mr. Davis and seconded by Mrs. Stertz. Trustees Davis, Stertz and Sieve voted YES. Motion carried.

On behalf of Trustee Davis, Fiscal Officer Jim Luebbe and Administrator Cameron, Trustee Sieve thanked Trustee Stertz for her leadership while she served as Board Chairperson in 2021.

#### REGULAR BUSINESS OF THE TOWNSHIP:

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

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A Motion to approve the minutes from the Board of Trustees Regular Meeting held on December 21, 2021, and dispense with the reading, was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Davis, Stertz and Sieve voted YES. Motion carried.

##### APPROVAL OF OVERTIME: (Period Ending 12/28/21)

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A Motion to approve the payment of overtime for pay period ending December 28, 2021, was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Davis, Stertz and Sieve voted YES. Motion carried.

##### APPROVAL OF BILLS:

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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: James J. Luebbe

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##### 1. **Resolution 2022-001**

Trustee Davis 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 Stertz seconded.

Mr. Cameron reported that this is an annual request of the County Auditor for the distribution of funds.

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 2022-002**

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 amendment adds TIF expenditure for Delhi Towne Square GMP #1 and associated costs.

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 2022-003**

Trustee Davis 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 Stertz seconded.

Mr. Cameron reported that the resolution approves payments to multiple vendors of which will exceed \$10,000 over the course of the year.

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. Significant Transactions:**

Disbursements: \$161,000 check cut to Brandstetter Carroll for design services; \$341,000 for December 23 Payroll; \$302,000 for January 6 Payroll.

Receipts: December 2021: \$100,000 from Hamilton County CBDG Fund for playground reimbursement and \$374,000 from FEMA reimbursements for the Rapid Run Demolition Project.

**TRUSTEES' CORRESPONDENCE:**

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- Trustee Davis was pleased to report that cameras will soon be installed in Delhi Park to provide monitoring of the new playground area, and is excited to have another tool that will keep our park safe.
- Trustee Stertz reported on correspondence from Mr. DeLong regarding recommendations for entertainment options for this year's concerts in Delhi Park. She added that the Township is working on adding some new talent that will bring more people to the park for the concerts.
- Trustee Sieve thanked the individuals who attended the WeThrive committee meeting last week. She added that the committee is working on some projects for the year focused on the health, safety and personal management, and that they are looking for some volunteers to serve on the committee.
- Trustee Davis made some suggestions for expanding the concerts with more regularity and new entertainment options.

**FIRE DEPARTMENT: Chief Doug Campbell**

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Chief Campbell shared some year-end 2021 stats:

- Reduced number of CARES consultations due to the increase of COVID-19 cases.
- Total 355 runs in December.

- +7.4% increase in total transports over December of 2020 (typical increase is roughly 3%)
- Response time under 5 minutes.
- Increase in service calls over the last five years (roughly 3800 runs a year averaging 11 runs per day).
- Creating a vision to support the statistics – budget request to add an ambulance.
- Safe Haven Baby Box – the box has been installed. The blessing ceremony will be on January 21<sup>st</sup> at 2:00 p.m.
- Acknowledgement and appreciation for Turner Construction and Zuber Alarm Company for donating their time for the installation of the baby box and alarm monitoring.

The Trustees commented on the superior emergency response provided by the Fire Department, and response time under five minutes, and the lives that will be saved with the addition of the Baby Box, available to parents who would find it necessary to surrender their babies.

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**PARKS AND RECREATION: Director of Park Operations Randy Supe**

Mr. Supe, reporting for Assistant Administrator Greg DeLong, addressed the planning of the summer concert series and reasons for scheduling them on Thursdays.

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**POLICE DEPARTMENT: Police Chief Howarth**

**1. Resolution 2021-200 (second reading)**

Trustee Davis 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 Stertz seconded.

Chief Howarth reviewed details of the new job description and the retired personnel who would be eligible to service in the position.

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

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**PUBLIC WORKS: No Agenda Items.**

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**ADMINISTRATION: Administrator Cameron**

**1. Resolution 2021-004**

Trustee Davis introduced and moved the adoption of a resolution authorizing the Elected Officers of Delhi Township to join the Coalition of Large Ohio Urban Townships for 2022, declaring an emergency and dispensing with the second reading. Trustee Stertz seconded.

Mr. Cameron reported that CLOUT, a subset of the Ohio Township Association, is a group of large urban townships formed for the purpose of providing 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.

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 2021-005**

Trustee Davis introduced and moved the adoption of a resolution declaring intent to conduct an Internet Auction through GovDeals for the sale of unneeded, obsolete and unfit, or not needed for public use Township personal property effective until December 31, 2022, and dispensing with the second reading. Trustee Stertz seconded.

Mr. Cameron reported, this is an annual resolution and agreement entered into with GovDeals to allow for the auctioning and sale of certain Township assets in a public fashion.

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: Zoning Administrator Anthony Roach

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##### **1. Schedule Public Hearing**

A Motion to Accept and acknowledge receipt of the Zoning Commission recommendation in case ZC2022-01 and schedule a public hearing for January 26, 2022, was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Davis, Stertz and Sieve voted YES. Motion carried.

Mr. Roach informed the Board that the applicant will present his case seeking approval for a zoning map amendment to rezone 587 Pedretti Avenue, adding the "PUD" Planned Unit Development classification and maintaining the "E" Retail District classification.

Trustee Davis recalled an issue that came up years ago when a property developer discovered an issue with the soil being contaminated. Mr. Roach said that he was not familiar with the case and would research it and share his findings.

##### **2. Resolution 2022-006**

Trustee Sieve introduced and moved the adoption of a resolution entering into contract for services with Allison Landscaping, Inc., to perform nuisance abatement services and to repair or secure dangerous structures, authorizing the Township Administrator to execute the contract, declaring an emergency and dispensing with the second reading. Trustee Stertz seconded.

Mr. Roach reported that with the contract expiration they sent proposals to six companies and only received a bid back from Allision Landscaping.

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 2022-007**

Trustee Davis introduced and moved the adoption of a resolution entering into contract for services with Jim Knolle, d.b.a. JEK Construction LLC, to perform nuisance abatement services and to repair or secure dangerous structures, authorizing the Township Administrator to execute the contract, declaring an emergency and dispensing with the second reading. Trustee Stertz seconded.

Mr. Roach informed the Board that the contract with JEK Construction, and the following with Miamitown Auto Parts & Recycling, will put all of their contractors on the same schedule for renewal.

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

**4. Resolution 2021-008**

Trustee Davis introduced and moved the adoption of a resolution entering into contract for services with MiamiTown Auto Parts and Recycling, Inc. for removal, storage and disposal of junk motor vehicles from the township per Ohio Revised Code section 505.871, authorizing the Township Administrator to execute the contract, 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.

**OTHER BUSINESS:**

A Motion to appoint Colerain Township Trustee, Matt Wahlert, as the Hamilton County Township Association representative to the Hamilton County Solid Waste Committee Board, was moved by Trustee Davis and seconded by Trustee Stertz. Trustees Davis, Stertz and Sieve voted YES. Motion carried.

**PUBLIC COMMENTS:** Not Applicable.

**ANNOUNCEMENT OF COMMUNITY EVENTS:** Not Applicable.

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

Trustee Sieve confirmed the date and location of their next meeting to be Wednesday, January 26<sup>th</sup> at the Glen Carder Lodge.

**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.

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James J. Luebbe, Fiscal Officer