

The March 8, 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 Rose K. Stertz, Trustee Cheryl A. Sieve, Fiscal Officer James J. Luebbeck, 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.
- Welcome to Hamilton County Commissioner Denise Driehaus.
- The meeting began with the Pledge of Allegiance followed by a moment of silence:
 - for a speeding recovery from surgery for Retired Police Chief Tom Bauer;
 - thoughts and prayers for the four American citizens from South Carolina who were kidnapped by Gulf Cartel after crossing over the border: Eric James Williams and Latavia McGee who survived the assault, and their friends Shaeed Woodard and Zindell Brow who were later found dead; and with special prayers for safety and justice for everyone traveling outside of the U.S. and here at home.

SPECIAL PRESENTATION: Hamilton County Commissioner Denise Driehaus

Commissioner Driehaus provided a brief update regarding activity at the County:

- Approved budget – increased revenue – partly due to the transfer of funds from the Union Terminal sales tax to the General Fund.
 - Provided an opportunity to improve employee retention and recruitment in the form of raises and enhanced benefits.
- American Rescue Plan funding – focus on keeping people in their homes and small businesses open.
 - *Affordable Housing* – a high priority – \$40 million earmark. The City of Cincinnati and the private sector have started to invest as well;
 - *Work Force Development*;
 - *Mental Health* – suicide prevention and mental health issues.
- Negotiations with the Bengals
- Small Event Grant – grant opportunity will be available to communities soon.
- Hamilton County Addiction Response Coalition - OneOhio Recovery dollars coming down from the settlement for prevention, treatment and re-entry.
- Women's History Month – hosted an event to celebrate women serving in elected offices (50% of Hamilton County employees serving in executive positions and 50% serving as judges).
- Economic Development - high priority! - \$3.5 million set aside for the 48 jurisdictions to further economic development efforts of which Delhi Township has received grant funding.
 - *Convention Center District* – Cooperative agreement between the Board of County Commissioners and Cincinnati City Council with 3CDC as the coordinating partner to oversee the construction of a hotel just south of the convention center, including the renovation and possible expansion of the convention center. The first phase of the project is underway.
- Trustee Sieve commented on recent activity with the Hamilton County Emergency Management and Homeland Security Agency and their efforts to coordinate a county-wide plan for emergency preparedness response.

APPROVAL OF MINUTES: (Regular Meeting on 2/22/2023)

- A Motion to approve the minutes from the Board of Trustees regular meeting on February 22, 2023, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

APPROVAL OF PAYMENT OF OVERTIME: (Pay Period ending 02/21/2023)

- A Motion to approve overtime for pay period ending February 21, 2023, 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 2023-030

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

Administrator Miller reported on the changes: adjustment in the FEMA fund; adjustment in the American Rescue Plan fund (to correct a duplication); Re-appropriation of funds in the Fire Department / Building Repairs account (spending approved by Super PO in 2022 of which expired at the end of the year).

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. Significant Transactions:

Receipts: \$30,000 grant from Hamilton County for renovation projects at Storywoods and the Delhi Park Lodge; \$49,000 from the Cable Franchise fee; \$640,000 for the Real Estate Tax Advance;
Disbursements: \$1,853,000 check payable to Turner Construction; \$322,000 for March 2nd Payroll.

TRUSTEES' CORRESPONDENCE:

- Trustee Davis referenced the recent shooting of which details were covered by the Police Chief later in the meeting.
- Trustee Stertz recognized and thanked Fire personnel Captain Vinel, Lt. Kraemer, and Firefighters Austin Ecklar and Shawn Robinson, for meeting with a group of 4th and 5th graders who were working on earning their 'Building a Better World' badges.
- Trustee Sieve commented on the 'Women's History Month' event hosted by Hamilton County of which she and Trustee Stertz attended.

FIRE DEPARTMENT:

1. Promotion Recommendation

A Motion to Promote Jonathan R. Helmes to Assistant Chief in the Fire Department effective March 8, 2023 at a salary of \$104,000 per year and to include a retirement payout of 240 hours of qualified accumulated sick time at the Fire Captains pay rate at the time of retirement, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

Chief Campbell was pleased to introduce Jon Helmes to the community as the department's Assistant Chief, confirming that the swearing-in ceremony would follow at a later date.

Mr. Helmes thanked the Board for the opportunity, confirming that he was ready to take on the new responsibilities.

The Trustees congratulated Mr. Helmes on his appointment, thanking him for his years of service and commitment to advancing the department into the future.

2. Promotion Recommendation

A Motion to Approve the hiring of Eric P. Moorman as Part-Time Firefighter/Paramedic in the Fire Department at the rate per the collective bargaining agreement with the Delhi Firefighters Association upon successful completion of the pre-employment drug testing effective on March 8, 2023, was

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

- Chief Campbell confirmed that Eric had left Delhi after accepting a full-time position with another company and now is returning to work part time with Delhi while he continues to work for his other employer.

PARKS & RECREATION: Director Park Operations Ron Supe

Mr. Supe shared the following updates:

1. Glen Carder Lodge Renovation

- The department received a grant through the Hamilton County CDBG program to bring the facility into ADA compliance. The project created an opportunity for additional improvements: a new epoxy floor, fresh paint throughout, and new audio/visual equipment.
- Continued work - banquet chairs and tables are on order, audio/visual equipment installation and some finishing work.
- Opening date is April 1st. Currently taking reservations with the first date of booking on April 2nd.

2. Pickleball Court Project Update

- The project adds 4 pickleball courts in Delhi Park.
- Fence installation is completed.
- Current condition is a temporary surface with netting. The courts will open for open play in a 'temporary mode' as soon as practical. Information regarding opening day in temporary mode will be shared on social media.
- Finishing work will add landscaping and trees.
- The final seal will be applied in May/June timeframe. There will be a short disruption in play for the application of the final surface.
- If the open play concept doesn't work out, the department will look into a game schedule and sign-up option on our website.

3. Dog Park – more details will be provided at a later date.

POLICE DEPARTMENT: Chief Jim Howarth

1. Hiring Recommendations

- A Motion to Approve the hiring of Lori E. Lawrence as a Full-Time Police Clerk in the Police Department at a pay rate of \$24.00 per hour, accepting 50% of accrued sick leave with Hamilton County, and starting with nine years' service to be counted toward vacation accrual which starts the balance at 120 hours effective March 13, 2023, contingent upon successful completion of the background investigation, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.
- A Motion to Approve the hiring of Emma G. Girdler as Police Recruit at the rate of \$23.00 per hour upon successful completion of the background investigation, psychological testing, physical exam, drug testing, and voice stress analyzer, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.
- Chief Howarth commented on the extensive recruitment process and onboarding for both Lori and Emma.

2. Communication Center fee schedule – Chief Howarth thanked Commissioner Driehaus for their efforts to keep the fee schedule the same over the past few years.

3. Community Advocate – Scheduled to speak at the Board's next meeting, our Community Advocate Kaylee Vicars will talk about how her duties increase law enforcement effectiveness.

4. Shooting Incident on Monday, March 6 - The incident started with a mutual altercation earlier in the day of which ended up at 471 Anderson Ferry Road. A gun was fired through the front door striking a 14-year-old who was entering the house in the leg, followed by return fire from the occupant of the home. Two vehicles with approximately 10 people did show up at the residence, leaving soon after they were apprehended and went through extensive interviews. The two firearms were recovered. No arrests have been made at this point and the investigation is ongoing.
 - Remarks from the Board complimenting the department and partnering agencies on their quick response time and incident management.

PUBLIC WORKS DEPARTMENT: Director Ron Ripperger

1. Resolution 2023-031

Trustee Stertz introduced and moved the adoption of a resolution entering into collective bargaining agreement with the Delhi Township Road Department Employees Association, declaring an emergency and dispensing with the second reading. Trustee Sieve seconded.

Mr. Ripperger reported that their new employee will be starting Monday increasing the total covered under the collective bargaining agreement to 4.

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. Greenwell Road Sidewalk Installation Project - The project that will connect our largest subdivision to the Delhi Pike corridor is now complete. We have received positive feedback from the residents.
3. Neeb Road Sidewalk Installation Project – Reviewed the project start date and lane closure notice (southbound lane on Neeb Road will be closed between Foley and Delhi Pike).

ADMINISTRATION: Administrator Skylor Miller

1. Resolution 2023-032

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 reported the resolution approves spending in the Fire Fund for mental health resilience training (yoga by Ashley Bartlett).

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

- Reviewed recent photos showing progress at the site.

COMMUNITY DEVELOPMENT: Zoning Director Tony Roach

1. Zoning Director's Update

- Zoning Commission & Board of Zoning Appeals Cases
 - The Zoning Commission approved a final development plan for Pedretti Place (50 units) located at the corner of Pedretti and Foley Road at their meeting last week. The permitting process is scheduled to start in June with groundbreaking by the end of the year).
 - The Board of Zoning Appeals at their last meeting denied a variance for a fence. The department is working with the applicant to bring the fence into compliance.
- Heather Ridge Development (Drees residential development on Cleves Warsaw) - Eight permits have been issued out of 19 available lots.
- Greenside Estates and Garden Grove condominiums – the contractor Tim Helmes is very excited with the progress that has been made at both developments of which are permitted out.
- 889 Anderson Ferry Road (previously Allison Landscaping) – the County requested a traffic study end of 2022 to alleviate the traffic flow at the intersection, specifically the turn lane on Rapid Run Road. The surveys have been turned over to a private traffic engineer for review.
- Take Five Oil on Delhi Pike (old Arby's location) - Starting infrastructure work there soon.

PUBLIC COMMENT: N/A

ANNOUNCEMENT OF COMMUNITY EVENTS:

1. Hamilton County Yard Trimmings Drop-Off program opens on March 25.
2. 2023 Spring Softball Recreational Leagues Delhi Park now forming.
3. Delhi Branch Library program, "Office Hours: Writer-in-Residence", on Thursday, March 9th.
4. Delhi Historical Society Program: Lost Treasures of Cincinnati by Amy Brownlee on Monday, March 13th at the Delhi Senior Community Center.
5. Our Lady of Victory Community Blood Drive on Wednesday, March 22nd.
6. Delhi Spring Craft & Vendor Show from 9AM to 1PM on Saturday, March 25th at the Senior Center.
7. Delhi Business Association Easter Egg Hunt at 10AM at Delhi Park on Saturday, April 1st.
8. UC Health Mobile Mammography Van will be at the Delhi Branch Library from 12:30PM until 3PM on Wednesday, April 5th

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.

Announcement of next meeting:

Trustee Davis confirmed the Board's next meeting would be on Wednesday March 29th at 6PM.

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 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