

The March 28, 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. 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 the three students and three staff members who were killed in the rampage at The Covenant School, Nashville, Tennessee, the families, friends and community members who mourn the loss of their loved ones.

#### APPROVAL OF MINUTES: (Special Meeting on 2/22/2023 & Regular Meeting on 3/08/2023)

---

- A Motion to approve the minutes from the Board of Trustees Special meeting on February 22, 2023, and the Regular meeting on March 8, 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 Periods ending 03/07 & 03/21/2023)

---

- A Motion to approve payment of overtime for pay periods ending March 7<sup>th</sup> and March 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 2023-033**

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 that the amendment approves funding for a Flock camera system for the Police Department.

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:** March 15: check cut to Turner Construction for \$2.1 million for work at Delhi Towne Square; March 22: check cut to FYDA Freightliner for \$213,000 for 2 dump trucks; March 16: Payroll expenses totaling \$329,000.

#### TRUSTEES' CORRESPONDENCE:

---

- Trustee Stertz expressed appreciation for Police Department staff in the Investigations Division regarding the apprehension of one of two individuals involved in a kidnapping case on Kitty Lane in August 2021 sentenced to 30 years in jail.
- Trustee Sieve referenced the 50<sup>th</sup> Anniversary Tribute to Vietnam War Veterans of which she attended, proceeds to benefit the Kids, Cops & Firefighters Christmas program.
- Trustee Davis expressed appreciation for our Police Department's management team for putting on a very informative presentation regarding the Police Levy at Bayley Wellness Center.

- While sitting at the traffic light at Anderson Ferry and Delhi Pike, Trustee Davis commented that he witnessed a police officer assist a truck driver in the recovery of a couple of boxes that fell off the back of his truck. He complimented the officer for going above and beyond the call of duty assisting the driver.
- Trustee Stertz recognized Officer Hunter for assistance provided to a resident who ran out of gas.

#### FIRE DEPARTMENT: Chief Doug Campbell

##### 1. Appointment Recommendation

A Motion to Approve the hiring of Mary B. Maly as a Volunteer Community Risk Reduction Specialist in the Fire Department effective March 27, 2023 contingent upon successful completion of a background check and pre-hire drug screen, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

- Marybeth is a retired licensed social worker who will be assisting Bobbi Honnert in a volunteer capacity with C.A.R.E.S. outreach.

##### 2. Hiring Recommendation

A Motion to Approve the hiring of Kevin M. Merz 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 pre-employment physical and drug testing effective on March 28, 2023, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

- Kevin is also employed with the City of Cincinnati Fire Department Engine 19 in Corryville.

##### 3. Voluntary Resignation Recommendation

A Motion to Accept the voluntary resignation of Part-Time Firefighter/EMT Tyler J. Ruhe effective on April 7, 2023, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

- Tyler accepted a full-time position with Miami Township.

#### PARKS & RECREATION: Director Park Operations Ron Supe

Mr. Supe shared the following updates:

##### 1. Promotion Recommendation

A Motion to Approve the promotion of Randy M. Supe to Director in the Parks & Recreation Department effective March 28, 2023 at a salary of \$75,000 per year, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

- The Trustees expressed their appreciation for Randy and congratulated him on his promotion.

##### 2. Hiring Recommendations

- A Motion to Approve the rehiring of David A. Hay as Seasonal Parks & Recreation Worker in the Parks & Recreation Department at a pay rate of \$15.50 per hour effective on March 28, 2023, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

- A Motion to Approve the rehiring of Michael J. Kloepfer as Seasonal Parks & Recreation Worker in the Parks & Recreation Department at a pay rate of \$15.50 per hour effective on March 28, 2023, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

- A Motion to Approve the rehiring of Louis J. Nie Jr. as Seasonal Parks & Recreation Worker in the Parks & Recreation Department at a pay rate of \$16.00 per hour upon successful completion of

drug testing effective March 28, 2023, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

- A Motion to Approve the rehiring of Elizabeth A. Riedersheimer as Seasonal Parks & Recreation Worker in the Parks & Recreation Department at a pay rate of \$16.50 per hour upon successful completion of drug testing effective on March 28, 2023, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.
- A Motion to Approve the rehiring of Samuel M. Weidner as Seasonal Parks & Recreation Worker in the Parks & Recreation Department at a pay rate of \$15.50 per hour upon successful completion of drug testing effective on March 28, 2023, 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 Timothy B. Jaeger as Event Custodian in the Parks & Recreation Department at a pay rate of \$15.00 per hour effective upon successful completion of background check and drug testing effective on March 28, 2023, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.
  - Mr. Supe reported that the department is very lucky to have the five individuals returning to work in our Seasonal positions who are trained and ready to start working.
  - Pickleball courts have been prepared for play with 'temporary' netting. The courts will be available end of May, early June, pending the final surface, permanent netting and court lines.

#### POLICE DEPARTMENT: Chief Jim Howarth

##### 1. Special Presentation

###### Community Advocate 2022 Year in Review – Community Advocate Kaylee Vicars

- Ms. Vicars reviewed a breakdown of her client contacts provided in 2022 totaling 917 (March through end of year), with a success rate of 61%.
- Review of engagements with community groups and agencies.
- Work to increase access to mental health services for the residents as well as Township employees.
- Review of continuing education and work with police social workers in Northern Kentucky.

##### 2. Authorize Contract with Flock Safety

A Motion to Authorize the Administrator to enter into a contract with Flock Safety, pending final review by the Law Director, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

- Assistant Chief Braun commented that the Motion will allow the department to proceed with obtaining a quote for a camera system, adding that our officers got a good first look at the system through the City of Cincinnati's vigilance system, of which if installed would be instrumental in assisting our Investigations Team with solving crimes.
- Law Director Pacheco confirmed that the Motion would allow the department to move forward with negotiating a contract. A final contract would be presented to the Board at a later date for approval.

#### PUBLIC WORKS DEPARTMENT: Director Ron Ripperger

##### 1. Resolution 2023-034

Trustee Stertz introduced and moved the adoption of a resolution declaring Public Works salt/dump trucks RV03 and RV04 no longer needed for public use and authorizing the sale to FYDA Freightliner, 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.

2. Department Update

- Clean up project on Bender Road in an effort to keep our gateways looking nice.
- Delhi Township Road Rehabilitation Project in the Hickory subdivision is underway of which it is anticipated that work will last 2 to 3 months.
- Sidewalk project on Neeb Road is underway (location in between Foley Road and Delhi Pike).

ADMINISTRATION: Administrator Skylor Miller

---

1. **Administrator's Update**

- Delhi Towne Square
  - Reviewed photos of the progress at the site.
  - Metal stud framing in the Pre-K classrooms and in the area designated as Township offices to start later this week of which should wrap up next week.
  - Planning tours of office space with the Trustees and staff. This will be the last opportunity for minor tweaks.
  - Interviews today with Matt Reis with WLW Radio and a reporter with the Cincinnati Enquirer.
  - Cost of utility upgrades pending.
  - Received a 1<sup>st</sup> draft of the lease amendment with PLK today.
  - Currently looking at fixtures, furniture, and equipment.

COMMUNITY DEVELOPMENT: Zoning Director Tony Roach

---

1. **Resolution 2023-035**

Trustee Stertz introduced and moved the adoption of a resolution certifying violation abatement expenses at 4605 Foley Road, 5415 Whitmore Drive, 416 Greenwell Avenue, 376 Glen Oaks Drive and 5161 Cleves Warsaw Pike to the County Auditor for assessment, declaring an emergency and dispensing with the second reading. Trustee Sieve seconded.

Mr. Roach reported this is a standard resolution that summarizes the cost of the abatements to be sent to the County Auditor for assessment on the property owner's tax duplicates.

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 2023-036**

Trustee Stertz introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 388 Glen Oaks Drive, declaring an emergency and dispensing with the second reading. Trustee Sieve seconded.

Mr. Roach reported that they were able to remove 4 nuisances from the agenda due to the findings of compliance being met during follow up inspections this morning.

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 2023-037**

Trustee Stertz introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 914 Beechmeadow Lane, 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. Resolution 2023-038**

Trustee Stertz introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 1177 Hickorylake 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.

**5. Schedule Public Hearing**

A Motion to accept and acknowledge receipt of the Zoning Commission's recommendation in Case ZC2023-02 and schedule a public hearing on April 12, 2023, was moved by Trustee Stertz and seconded by Trustee Sieve. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

- Mr. Roach confirmed that the hearing addresses a correction in the Zoning Resolution section addressing accessory structures.

**PUBLIC COMMENT:**

---

Bev McCauslin addressed some agenda items:

- Delhi Towne Square project (where to find info) - Administrator Miller referenced the Township's website for updates.
- Community Advocate position - Chief Howarth addressed Kaylee's role assisting the police officers with social issues and how the department will measure the success of the program.
- Volunteer Social Worker – the Fire Dept. is adding a volunteer social worker to support Bobbi Honnert through the department's C.A.R.E.S. program.
- The Nuisance Abatement process – explanation was provided by our Zoning Administrator Tony Roach.
- Motion to address Firefighter voluntary resignation – Chief Campbell explained that the Motion documents a Firefighter's voluntary separation as he has accepted a full-time job with another company.
- Excessive garbage on our main roads and our gateways – Mr. Ripperger confirmed that the main roads are maintained by Hamilton County and provided some insight into their litter control program.
  - Law Director Pacheco confirmed that litter control is a state code requirement and not managed at the local level.
  - Fiscal Officer Luebbe agreed that litter is a problematic issue suggesting that students could assist with trash removal through community service hours.

**ANNOUNCEMENT OF COMMUNITY EVENTS:**

---

1. Hamilton County Yard Trimmings Drop-Off program operates at Oak Dale Elementary from March 25 through December 3<sup>rd</sup>.
2. Delhi Business Association Easter Egg Hunt at 10AM at Delhi Park on Saturday, April 1<sup>st</sup>.
3. UC Health Mobile Mammography Van will be at the Delhi Branch Library from 12:30 p.m. until 3:00 p.m. on Wednesday April 5<sup>th</sup>.

4. Delhi Historical Society Program, "Cincinnati Curiosities" by Greg Hand on Monday, April 10<sup>th</sup> at the Delhi Senior Community Center.
5. Let's Talk Delhi Police Dept. on Tuesday, April 11<sup>th</sup> and Tuesday, April 18<sup>th</sup> at the Delhi Park Lodge.
6. Delhi Police Dept. Open House on Saturday, April 15<sup>th</sup> from 11:00 a.m. until 3:00 p.m.
7. Delhi Police Dept. Let's Talk Autism Open House on Monday, April 17<sup>th</sup> from 6:00 p.m. until 7:30 p.m. at the Township Administration Building.
8. Delhi Branch Library program, "Super Mario Family Fun Night" on Friday April 21<sup>st</sup>.
9. Clean Up Delhi Day is scheduled on Saturday, May 6<sup>th</sup> from 9:00 a.m. until 1:00 p.m. at the Delhi Senior Community Center.
10. Delhi Business Association Paper Shredding event is scheduled on Saturday, May 6<sup>th</sup> from 9:00 a.m. until noon at C.O. Harrison School's parking lot on Neeb Road.

**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, April 12<sup>th</sup> at 6:00 p.m.

**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