

The May 26, 2021 regular meeting of the Delhi Township Board of Trustees was called to order at 6:00 p.m. by Chair Rosanne K. Stertz in the Board Room of the Township Administration Building, 934 Neeb 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 had been complied with for the meeting.
- The meeting began with the Pledge of Allegiance, followed by a moment of silence for Carol Espelage who passed away peacefully on Saturday, January 16<sup>th</sup>. Carol served as a Delhi Trustee for many years, as well as Santa Maria Community Services Meals On Wheels program, and is also known as a strong supporter and driving force for the Delhi Veterans Memorial. She is preceded in death by her former husband Bruce Espelage; and survived by her daughter Pam Diebold and her husband, three grandchildren, and very special friend and partner of 25 years Ron Esposito.

#### APPROVAL OF MINUTES: (Regular Meeting on 5/12/2021)

Motion to approve the minutes from the Board of Trustees regular meeting held on May 12, 2021 was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

#### APPROVAL OF OVERTIME: (Pay Period ending 5/18/21)

Motion to approve payment of overtime for pay periods ending May 18, 2021, was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

#### APPROVAL OF BILLS:

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 2021-074**

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

Mr. Cameron reported this is for the cost associated with the replacement of the Chiller at Fire Headquarters on Neeb Road, moving money for the contract.

Trustees 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. Significant Transactions:**

Disbursements: check to Adleta for \$205,000 for the 2021 Road Project, check to Nichol Pike \$38,000 closing on Rapid Run, payroll \$304,000 May 13.

Receipts: \$18,000 PMLT, \$57,000 LGF and Supplement Excise Motor Vehicle Tax.

#### TRUSTEES' CORRESPONDENCE:

- On behalf of the Board, Trustee Sieve congratulated all of the seniors from our regional high schools who are also a part of our family in Delhi.
- Trustee Davis commented on the re-opening of the Senior Center.
- Trustee Davis made a reference to parking on the grass, reminding everyone that it is not permitted and will be addressed through the Township's nuisance violation procedures.

**1. Promotion Recommendations**

- A Motion to Approve the promotion of Whitney R. Esterkamp Motion from Career Firefighter / EMT to Career Firefighter / Paramedic at the rate per the collective bargaining agreement with the IAFF Local 3389 effective May 26, 2021, was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.
  
- A Motion to Approve the promotion of Haley R. Dannemiller from Career Firefighter / EMT to Career Firefighter / Paramedic at the rate per the collective bargaining agreement with the IAFF Local 3389 effective May 26, 2021, was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

Chief Campbell reported that Whitney and Haley have worked hard to complete their paramedic training and are very happy to now be able to officially run as paramedics. With regard to the recognition of promotions in the department, he confirmed that they would be happy to do a public swearing of those individuals who were promoted to Lieutenant and Paramedic positions this past year.

Trustee Davis stated that he would love to see the introductions at an upcoming meeting.

**2. Resolution 2021-075**

Trustee Sieve introduced and moved the adoption of a resolution entering into a contract with The Geiler Company for the Station 33 Chiller Replacement, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Chief Campbell reported that they are anticipating the project start date to be pushed into October, due to a delay in the supply materials.

Trustees 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. Department Update: (April Statistics)**

- **Community Risk Reduction:**
  - Fire Safety Inspections: 47
  - CARES Consultations: 42
  - Infant Car Seat Inspections: 5
  - CPR Course Enrollment: 0
  - Fire Safety Presentations / Tours: 2
  - Outreach / Parade: 1
- **Major Incident Type: # of Incidents**
  - Fires: 7 (significant decrease)
    - a. Structure fire on the east side, suffered about \$33,000 in loss. Fairly quick knockdown isolated to the garage.
  - Rescue & Emergency Medical Service: 228
  - Hazardous Condition (No Fire): 1
  - Service Call: 20
  - Good Intent Call: 19
  - False Alarm & False Call: 14
  - Special Weather Other: 0
  - Transports: 186 patients
  - Loss: \$33,000
  - Average Response Time: 5 minutes 1 second

- Homebound COVID19 Vaccine Program – starting to slow down with a total of 25 residents vaccinated. He suggested calling if you would know of someone who could benefit from this program.

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

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### **1. Resolution 2021-076**

Trustee Sieve introduced and moved the adoption of a resolution adding Director of Park Operations job description to Article 12, Position Descriptions 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, the two resolutions being recommended support the promotions of Randy Supe to the Director of Park Operations (currently serving as Interim Director since resignation of Josh Torbeck); and the promotion of Brandon Lowry to Crew Leader.

In addition, he recognized the recent promotion of Greg DeLong to Assistant Administrator which increases his responsibilities overseeing Parks & Public Works activities.

Trustees 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 2021-077**

Trustee Sieve introduced and moved the adoption of a resolution updating staffing levels and pay rates during fiscal year ending December 31, 2021, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Trustees 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. Promotion Recommendations**

- A Motion to Promote Randy M. Supe to Director of Park Operations in the Parks & Recreation Department at a pay rate of \$59,000.00 per year effective June 1, 2021, was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.
- A Motion to Promote Brandon M. Lowry to Crew Leader in the Parks & Recreation Department at a pay rate of \$19.23 per hour, effective June 1, 2021 was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

### **4. Resignation Recommendations**

- A Motion to Accept the voluntary resignation of Dennis G. Conroy as Event Custodian effective May 26, 2021 was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.
- A Motion to Accept the voluntary resignation of David A. Hay as Seasonal Worker effective May 24, 2021 was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

## 5. Department Update

Mr. Supe reported on the following items:

- General maintenance including grass cutting, weeding, mulching beds (ongoing).
- Upgrades to the restroom and shelter located in the middle of the park.
- Park Playground Project – tentative dates for work to commence and the public ribbon cutting on August 21<sup>st</sup>.
- Veterans Memorial Park – assisted the Veterans with the installation of new KIA Memorial.
- Working with the Seniors on the Senior Center reopening and senior activities, per the Governor's guidelines (tentative date June 15<sup>th</sup>).
- Staff participation in the design aspects and training for the new website.

Trustee Sieve commented on a new capability of the new website that will allow users to make reservations and pay online.

Trustee Davis made a reference to recent vandalism at Floral Paradise Gardens and the need for cameras.

With regard to the camera installation project, Mr. Supe confirmed that they are currently working on the identification of the problem areas in the park.

In response to Trustee Stertz' question regarding the restroom / shelter project, Mr. Supe confirmed that they are working on updates to the restroom including concrete work, resurfacing the existing tile and updates to the electric service and installation of a new furnace inside the restroom which will allow them to keep the restroom open during the colder weather.

Mr. Cameron referenced recent conversations with the Seniors about their plans to operate their activities at the Senior Center in a safe manner. As owners of the property, the Township is obligated to reopen the facility in the safest manner and to comply with the Governor's guidelines.

Trustee Sieve commented that it is great to see the Seniors coming out of quarantine. She added the Senior Center facility is a place that lets them create community and return to activities which is very important to their mental health.

Trustee Stertz confirmed that the restrictions for seniors that has prevented them from returning to normal activities was designated by the State of Ohio. She agreed with Trustee Sieve that she would love to see them meet again.

## POLICE DEPARTMENT:

### 1. Resolution 2021-077

Trustee Sieve introduced and moved the adoption of a resolution adding the Police Social Worker job description to Article 12, Position Descriptions, of the Delhi Township amended and restated Summary of Policies dated January 1, 2014 and dispensing with the second reading. Trustee Davis seconded.

### 2. Social Worker Position Discussion

Chief Howarth reported on details of a SWAT incident and individual involved that occurred in a subdivision off of Neeb Road this afternoon. Regarding calls the department receives for assistance, he identified 95% as being non-criminal in nature of which a good amount are repeat calls. Wanting to better serve the community in this capacity, he reported that the department recently engaged with several other departments in the submission of a grant application to fund a social worker position of which unfortunately was not approved. He added that while a social worker would not have been able to address the incident that occurred today, he/she would be available to meet and monitor the non-criminal related callers and prevent them from escalating into a much bigger incident, which will in turn reduce the volume of repeat calls coming into the office. He provided more details about how a social worker would connect the needs of an individual with the services they would need and identified six cases that involve multiple calls to the station that a social worker would have been able to address.

**Department Report: 2020 cases (where a social worker could have been beneficial)**

Death Investigation: 50  
Check on Well Being: 216  
Child Abuse: 4  
Overdose: 42  
Domestic Violence: 47  
Domestic Disputes: 238  
Mental Health: 141

He reported that two agencies in the Tri-State have a social worker on staff (Alexandria Police Department for 5 years, and Erlanger for 2 years) and that he was not aware of any department within Hamilton County that does, and that some are currently working on grant applications.

The Trustees stated their support of the request to add a social worker.

Trustees 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. Department Service Update (January - April)**

- Calls for Service: 7022
- Criminal Reports: 257
- Violent Crime: 4
- Auto Accidents: 108
- Injury: 17
- Hit-Skip: 25
- Fatality: 1
- Assigned Cases: 248
- Arrests: 33
- Still Active: 49
- Closed: 72

**PUBLIC WORKS DEPARTMENT: Director Ron Ripperger**

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**1. Department Service Update:**

- Rapid Run Phase III Flood Mitigation Project – 20 offers are out (16 accepted, 8 closed on tomorrow, 4 demoed, 3 are vacant and we are waiting on the asbestos removal which should be done next week).
- Road Rehabilitation Project – Adleta the contractor is currently working on sidewalks and curbs.
- Inhouse Road Crew Project – miscellaneous items: stormwater repairs, retaining wall repairs, tree trimming. The crew also assisted with backfilling the new asphalt at Floral Paradise Gardens.
- New Asphalt Crack Filling machine.
- Mechanics – over the past 30 days (11 services and 33 repairs).

**2. Additional Item**

Hamilton County Engineer installed thermoplastic throughout the township main intersections. The new material used to mark the crosswalks and intersections is heat applied and should last about 5 years.

**ADMINISTRATION: Administrator Jack Cameron**

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Mr. Cameron reported on the following items:

- Assistant Administrator – Community Development Greg DeLong move to the new position.

- Implicit Bias Training – coordinated effort between Delhi and Green Township receiving good feedback on the training.
- Delhi Park Playground Ribbon Cutting – tentative date August 21<sup>st</sup> at 11:00 a.m.
- Parks Department – Summer activities have been planned. Still working on going back to full capacity at our facilities.

COMMUNITY DEVELOPMENT DEPARTMENT: Department Director Greg DeLong

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**1. Resolution 2021-079**

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 587 Pedretti Avenue, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

With regard to the nuisance violation resolutions, Mr. DeLong reported there was some effort noted at some of the properties: 3 of which are owner occupied and 3 vacant (2 locally owned and 1 out of state company).

Trustees 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 2021-080**

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 4230 Champdale Lane, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Trustees 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 2021-081**

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 5348 Whitmore Drive, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Trustees 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 2021-082**

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 1021 Neeb Road, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Trustees 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 2021-083**

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 5344 Orangelawn Drive, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Trustees 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.

#### **6. Resolution 2021-084**

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 5819 Faysel Drive, declaring an emergency and dispensing with the second reading. Trustee Davis seconded.

Trustees 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.

Mr. DeLong provided an update on 525 Ivory Court, they are still receiving complaints and are working with our vendor to schedule the abatement.

#### **7. Department Update:**

- Nuisance & Zoning Numbers: (totals as of May 25 2021)
  - Nuisance & Zoning Complaints Filed: 480 (on pace to beat last year's total)
  - Zoning Certificates Issued: 137 (really good)
  - Valuation of Approved Certificates: \$6,891,094 (seeing an influx of new homes)
- Development News: Projects Under Construction:
  - Bearcat Storage on Delhi Pike
  - Christ Hospital on Delhi Pike started their work
  - LaRosa's on Delhi Pike
  - James Luebbe, CPA on Ebenezer Road wrapping up soon
  - Shop Charbon on Rapid Run Road opening soon
  - Garden Grove infrastructure within 5 months
  - Greenside Estates issued our 19<sup>th</sup> house permit, only 12 lots remaining

Trustee Sieve commented on the overall support of the Zoning Resolution update by the community.

Mr. DeLong stated that he measures the community support of the Zoning Resolution update by the number of variance requests that are received by the office, of which he was happy to report that they have received none.

#### **PUBLIC COMMENT:**

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- Dave Melsberry, Vice President of the Seniors, on behalf of the organization, thanked Dan Ryan and Randy Supe, and the Board, for the upcoming reopening of the Senior Center for senior activities on a limited basis on June 15<sup>th</sup>. He said he will be meeting with them on June 10<sup>th</sup> to finalize the plan.
  - Taylor Sunderhaus, on behalf of the Skirt Game Committee, addressed the Board about their plans for the Skirt Game and associated events this year, highlighting the following:
    - The Skirt Game Tailgate Party and Skirt Game events moved to Delhi Park on the 2<sup>nd</sup> Thursday and Friday of August, so not to conflict with the Holy Smokes event.
    - The Skirt Game on Friday night will be a regular softball game, with a small tournament played on Thursday evening.

- o Seeking permission to add two concerts: Thursday, June 3<sup>rd</sup> with Howlin Maxx and July 1<sup>st</sup> with the band to be determined.
- o Fireworks – would like to have this year, but with the budget tight due to not having an event in 2020, they are seeking donations from the community.

Mr. Suderhaus confirmed that Don Jenkins and Clyde Kober are currently working with Randy Supe on finalizing the agreement for the use of the park and stated activities.

Mr. Cameron addressing the Board advised that the agreement would not be in front of them prior to the first concert scheduled on June 3<sup>rd</sup>.

**ANNOUNCEMENT OF COMMUNITY EVENTS:**

1. Cincinnati Recycling & Reuse Hub Electronics Recycling Drive-through drop-off dates on May 15<sup>th</sup> and 16<sup>th</sup>.
2. Delhi Farmer’s Market will be open on Saturday mornings at Clearview Lake beginning on May 29<sup>th</sup>.
3. Delhi Township Veterans Association Memorial Day Ceremony on Sunday, May 30<sup>th</sup> from 1:00 – 2:00 p.m.
4. Delhi Parks allows fishing at Clearview Lake on Fridays (May through September) from 7am to dusk.
5. Delhi Branch Library hosts an Outdoor Storytime on the front lawn on Tuesday & Wednesday mornings.
6. Delhi Branch Library Discover Summer Events: Cincinnati Observatory Presents Aliens (Thursday, June 10<sup>th</sup>), Bubble Art (Saturday, June 12<sup>th</sup>), and DIY: Chia Pet (Saturday, June 26<sup>th</sup>).
7. Delhi Historical Society program: Cincinnati German’s Before WWI presented Facebook Live on Monday, June 14<sup>th</sup>.
8. Upcoming Concerts in Delhi Park: Bad Habit on Thursday, June 17<sup>th</sup> and Excalibur on Thursday, July 15<sup>th</sup>.
9. Madcap Puppets in the Park: Jack & the Gentle Giant at the Delhi Park Pavilion on Wednesday, June 23<sup>rd</sup> at 7:00 p.m.

**Proclamation Recommendation**

A Motion to Proclaim June 4, 2021 Dr. Mary Ann Romanello Day in Delhi Township, was moved by Trustee Sieve and seconded by Trustee Davis. Trustees Sieve, Davis and Stertz voted YES. Motion carried.

Trustee Stertz confirmed the date of their next regular meeting to be Wednesday, June 9<sup>th</sup>.

**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.

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 James J. Luebbe, Fiscal Officer