

The February 8, 2017 regular meeting of the Delhi Township Board of Trustees was called to order by the Board President Rose K. Stertz. Trustee Cheryl A. Sieve, Trustee William F. Oswald Jr., Fiscal Officer James J. Luebbe, Law Director David C. Lane, Interim Administrator Gregory J. DeLong and Administrator Jack Cameron were 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 a moment of silence in honor of Charlie Lipps, resident and business owner for over 60 years who passed away on January 30, 2017, and to offer condolences to the family members and friends who mourn their loss; which was followed by the Pledge of Allegiance.

On behalf of the Board of Trustees, Trustee Stertz welcomed Administrator Jack Cameron to his first official meeting. She also thanked Community Development Manager Greg DeLong for serving as interim administrator during the transition.

Motions for Consideration:

Motion 2017-030

Trustee Sieve moved and Trustee Oswald seconded to approve the minutes of the Board of Trustees meeting held on January 25, 2017 and dispense with the reading. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Motion 2017-031

Trustee Sieve moved and Trustee Oswald seconded to approve the bills for payment. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Motion 2017-032

Trustee Sieve moved and Trustee Oswald seconded to approve the payment of overtime for pay period ending January 31, 2017. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Motion 2017-033

Trustee Sieve moved and Trustee Oswald seconded to accept the voluntary resignation of Lisa M. Doerger, Human Resources Manager in the Administration Department, effective February 8, 2017. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Motion 2017-034

Trustee Sieve moved and Trustee Oswald seconded to accept the voluntary resignation of Beth S. Autenrieb, Assistant to the Fiscal Officer/Accounting & Budget Manager in the Administration Department, effective February 22, 2017. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Motion 2017-035

Trustee Sieve moved and Trustee Oswald seconded to approve the hiring of Margaret M. Eichstadt as Part Time Human Resources Manager in the Administration Department, with a maximum of 25 hours per week at an hourly rate of \$30.00, effective February 9, 2017. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Motion 2017-036

Trustee Sieve moved and Trustee Oswald seconded to approve the temporary work level of Patricia A. Kleisinger into the position of Assistant to the Fiscal Officer/Accounting and Budget Manager, with a temporary pay adjustment of an additional \$3.96 per hour, effective February 1, 2017. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Motion 2017-037

Trustee Sieve moved and Trustee Oswald seconded to approve the hiring of Logan T. Jaehnen as Part-Time Firefighter/EMT in the Fire Department at the rate per the collective bargaining agreement with the Delhi Firefighters Association, effective on or after February 9, 2017. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Motion 2017-038

Trustee Sieve moved and Trustee Oswald seconded to approve the Police Department promotion of William R. Murphy from Police Corporal to Police Sergeant at the rate per the collective bargaining agreement with the Delhi Police Association, effective February 9, 2017. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Trustee Stertz reported that the formal swearing in ceremony of Sgt. Murphy would take place at a later date.

Motion 2017-039

Trustee Sieve moved and Trustee Oswald seconded to approve the conditional offer of employment to Chett N. Williams as Police Officer for the Police Department, contingent upon successful completion of background investigations, psychological testing and physical examination. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Motion 2017-040

Trustee Sieve moved and Trustee Oswald seconded to schedule the first of two (2) public hearings concerning 2017 construction, repair or maintenance of sidewalks, curbs and gutters along various township streets for Wednesday, March 8, 2017 at 6:00 p.m. and directing notice by mail and publication as required by law and the township's policy and procedures. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Presentations: n/a

Trustees' Correspondence:

- Trustee Sieve congratulated Bayley on the opening of their new facility which expanded their memory support care capacity to 27 rooms. She reported that Greg DeLong will be representing the board at the facility's ribbon cutting ceremony on January 26 as they will be in Columbus for the Ohio Township Association Winter Conference.
- Trustee Oswall welcomed Jack Cameron whose first day was on February 6. He referenced the various community organizations and members who are anxious to connect with Mr. Cameron over the next few months.
- Trustee Stertz thanked Margie Eichstadt for returning to work in a part time capacity in Human Resources, and Trish Kleisinger for taking on accounting responsibilities in the interim until the positions are filled.
- Trustee Stertz reported that she will be attending the annual Naturalization Ceremony this Friday at St. Dominic School. She reported that there are over 70 new citizens to be sworn in that day.

Report from the Fiscal Officer:

Mr. Luebbe reported on significant transactions since the last meeting:

1. Receipt of advance payment of taxes from Hamilton County in the amount of \$3,525,000.00;
2. Disbursement of \$255,000.00 for Payroll on January 26;
3. Check issued in the amount of \$375,000.00 to Turner Construction for the Greenwell Fire Station construction project;
4. Transfer of \$500,000.00 from Huntington Bank savings account to the operating account.

Public Hearings:

Motion 2017-041

Trustee Sieve moved and Trustee Oswall seconded to approve the opening of the public hearing for the Delhi Township Street Rehabilitation and Repair Project (2016-A). Trustees Stertz, Sieve and Oswall voted YES. Motion carried.

Director of Public Works Ron Ripperger reported that the public hearing is to give the property owners an opportunity to be heard in reference to the final assessment cost of sidewalk and driveway apron repairs in the 2016-A Road Rehabilitation Project.

He commented that a resolution is on the agenda that will allow the property owner the opportunity to pay the final assessment amount directly and to move forward with referring the unpaid assessments to the Hamilton County Auditor for collection by adding them to the real estate tax bill. He reported that bills are to be mailed tomorrow and payment is due by April 15 to avoid additional administrative fees.

No public comment was heard.

Motion 2017-042

Trustee Sieve moved and Trustee Oswald seconded to approve the closing of the public hearing for the Delhi Township Street Rehabilitation and Repair Project (2016-A). Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Reports from Departments: n/a

Reading of the Resolutions:

Resolution 2017-009

Trustee Sieve introduced and moved the adoption of a resolution approving purchase order obligations incurred on behalf of the Township by the Township Administrator, authorizing payment of certain purchase order obligations, and dispensing with the second reading. Trustee Oswald seconded.

Trustee Sieve moved and Trustee Oswald seconded to dispense with the second reading. Trustees Stertz, Sieve and Oswald voted YES.

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

Resolution 2017-010

Trustee Sieve introduced and moved the adoption of a resolution budgeting and amending revenues, making appropriations for expenses in various funds, and dispensing with the second reading. Trustee Oswald seconded.

Mr. DeLong reported on the budget amendments including:

Appropriation in the amount of \$16,020.00 in the Police fund, Building Repairs, for a renovation project;

Revenue to record increase in cash of \$11,110.00 originally budgeted and received in 2017 for a 2016 forfeiture;

Appropriation in the Police fund, Other Misc., in the amount of \$11,299.50 to record the portion of the 2016 forfeiture to be paid out to the Prosecutor's Office and Green Township.

Trustee Sieve moved and Trustee Oswald seconded to dispense with the second reading. Trustees Stertz, Sieve and Oswald voted YES.

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

Resolution 2017-011

Trustee Sieve introduced and moved the adoption of a resolution ordering final assessment amounts against abutting property owners for the construction, repair and maintenance of sidewalk and driveway apron improvements along various township streets ordered performed in connection with the Delhi Township Street Rehabilitation and Repair Project 2016-A, following notice and hearing, establishing payment terms for the assessments in

accordance with R.C. 5543.10 and its policy and procedures and dispensing with the second reading. Trustee Oswald seconded.

Trustee Sieve moved and Trustee Oswald seconded to dispense with the second reading. Trustees Stertz, Sieve and Oswald voted YES.

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

Resolution 2017-012

Trustee Sieve introduced and moved the adoption of a resolution entering into contract for services with Ed Cain Building & Remodeling, Inc. DBA Ed Cain Builders, to remove a blighted structure at 4770 Delhi Pike, authorizing the Township Administrator to execute the contract and dispensing with the second reading. Trustee Oswald seconded.

Mr. DeLong reported that the resolution approves contract with Ed Cain Builders for the demolition and removal of 4770 Delhi Pike structure and parking lot. He commented that direct payment would be made by Hamilton County Planning & Development Department with a CDBG Spot Demolition grant awarded back in December. He commented that the goal is to have it completed in the next few months.

Trustee Sieve moved and Trustee Oswald seconded to dispense with the second reading. Trustees Stertz, Sieve and Oswald voted YES.

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

Resolution 2017-013

Trustee Sieve introduced and moved the adoption of a resolution amending and restating Resolution 2007-015 requiring the registration of all transient vendors within the township and adopting regulations in accordance with R.C. 505.94, directing notice to the prosecuting attorney and dispensing with the second reading. Trustee Oswald seconded.

Law Director Dave Lane referenced discussion at the January 25 meeting regarding the need to review our door to door solicitation regulations in response to a letter from a law firm claiming that our current regulations violated his client's First Amendment rights. He reported that with board approval the resolution addresses the claim and expands solicitation hours to better meet the definition of daylight hours.

Trustee Sieve moved and Trustee Oswald seconded to dispense with the second reading. Trustees Stertz, Sieve and Oswald voted YES.

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

Resolution 2017-014

Trustee Sieve introduced and moved the adoption of a resolution authorizing the Police Chief to execute a use authorization agreement with Hamilton County for use of its firing range and dispensing with the second reading. Trustee Oswald seconded.

Chief Howarth reported that the agreement is entered into with Hamilton County on an annual basis.

Trustee Sieve moved and Trustee Oswald seconded to dispense with the second reading. Trustees Stertz, Sieve and Oswald voted YES.

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

Resolution 2017-015

Trustee Sieve introduced and moved the adoption of a resolution declaring certain items of personal property unfit for the use acquired, that the items have no value, authorizing disposal or salvage thereof and dispensing with the second reading. Trustee Oswald seconded.

Mr. DeLong reported that the IS and Fire departments have a few items that they no longer need and are being scheduled for disposal.

Trustee Sieve moved and Trustee Oswald seconded to dispense with the second reading. Trustees Stertz, Sieve and Oswald voted YES.

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

Resolution 2017-016

Trustee Sieve introduced and moved the adoption of a resolution authorizing execution and submission of the 2016 Township Highway System Mileage Certification and dispensing with the second reading. Trustee Oswald seconded.

Mr. DeLong reported that the resolution is an annual certification of the amount of road mileage covering 55.033 miles.

Trustee Sieve moved and Trustee Oswald seconded to dispense with the second reading. Trustees Stertz, Sieve and Oswald voted YES.

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

Resolution 2017-017

Trustee Sieve introduced and moved the adoption of a resolution adding position of Seasonal Park Facility Technician, modifying the job description for Special Event & Program

Coordinator, modifying the title and job description for Part-Time Seasonal Service Worker and modifying the title and job description for Part-Time Service Worker (Park) in Article 12 of the Delhi Township Amended and Restated Summary of Policies dated January 1, 2014 and dispensing with the second reading. Trustee Oswald seconded.

Mr. Torbeck reported on the job descriptions:

Seasonal Park Facility Technician - a new position adding responsibilities to one of the seasonal service worker job descriptions;

Special Event & Program Coordinator – change from seasonal to part time year-round;

Park Time Seasonal Service Worker – change to Seasonal Service Worker;

Part Time Service Worker (Park) – new position involving a full time service worker that went to part time.

Trustee Sieve moved and Trustee Oswald seconded to dispense with the second reading. Trustees Stertz, Sieve and Oswald voted YES.

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

Resolution 2017-018

Trustee Oswald introduced and moved the adoption of a resolution setting staffing levels and establishing pay rates during the fiscal year ending December 31, 2017 and dispensing with the second reading. Trustee Stertz seconded.

Mr. Torbeck reported that the resolution establishes new pay rates for the newly created positions in line with other part time positions.

In addition, he reported that Floral Paradise Gardens has been awarded “display garden status” with All-America Selections, an organization that tests the quality of new flower and vegetable varieties. He informed the board that it is an honor to receive this award as there are only 200 gardens in the State of Ohio, and they will be planting new seeds this spring.

Trustee Sieve moved and Trustee Oswald seconded to dispense with the second reading. Trustees Stertz, Sieve and Oswald voted YES.

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

Resolution 2017-019

Trustee Sieve introduced and moved the adoption of a resolution providing for the removal of a junk motor vehicle at 5602 Foley Road and dispensing with the second reading. Trustee Oswald seconded.

Mr. DeLong reported that the violation was confirmed during inspection of the property, the order letter was not responded to and the follow up inspection today confirmed non-compliance.

Trustee Sieve moved and Trustee Oswald seconded to dispense with the second reading. Trustees Stertz, Sieve and Oswald voted YES.

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

Resolution 2017-020

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 5394 Teaberry Court and dispensing with the second reading. Trustee Oswald seconded.

Mr. DeLong reported that the violation was confirmed during inspection of the occupied property, the order letter was not responded to and the follow up inspection confirmed non-compliance.

Trustee Sieve moved and Trustee Oswald seconded to dispense with the second reading. Trustees Stertz, Sieve and Oswald voted YES.

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

Resolution 2017-021

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 5233 Serenade Drive and dispensing with the second reading. Trustee Oswald seconded.

Mr. DeLong reported that the violation was confirmed during inspection of the occupied property, the order letter was not responded to and the follow up inspection confirmed non-compliance.

Trustee Sieve moved and Trustee Oswald seconded to dispense with the second reading. Trustees Stertz, Sieve and Oswald voted YES.

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

Resolution 2017-022

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 4581 Foley Road and dispensing with the second reading. Trustee Oswald seconded.

Mr. DeLong reported that the violation was confirmed during inspection of the property, the order letter was not responded to and the follow up inspection confirmed non-compliance.

Trustee Sieve moved and Trustee Oswald seconded to dispense with the second reading. Trustees Stertz, Sieve and Oswald voted YES.

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

Resolution 2017-023

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 1032 Beechmeadow Lane and dispensing with the second reading. Trustee Oswald seconded.

Mr. DeLong reported that the violation was confirmed during inspection of the occupied property, the order letter was not responded to and the follow up inspection confirmed non-compliance. He informed the board that this is a repeat offender.

Trustee Sieve moved and Trustee Oswald seconded to dispense with the second reading. Trustees Stertz, Sieve and Oswald voted YES.

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

Resolution 2017-024

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 479 Rosemont Avenue and dispensing with the second reading. Trustee Oswald seconded.

Mr. DeLong reported that the violation was confirmed during inspection of the property, the order letter was not responded to and the follow up inspection today confirmed non-compliance.

Trustee Sieve moved and Trustee Oswald seconded to dispense with the second reading. Trustees Stertz, Sieve and Oswald voted YES.

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

Resolution 2017-025

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 4027 Delhi Pike and dispensing with the second reading. Trustee Oswald seconded.

Mr. DeLong reported that the violation was confirmed during inspection of the property, the order letter was not responded to and the follow up inspection confirmed non-compliance.

Trustee Sieve moved and Trustee Oswald seconded to dispense with the second reading. Trustees Stertz, Sieve and Oswald voted YES.

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

Resolution 2017-026 (PULLED)

Resolution declaring nuisance for accumulated debris at 485 Rosemont Avenue. Resolution pulled due to compliance with the order letter.

Resolution 2017-027 (PULLED)

Resolution declaring nuisance for accumulated debris at 3935 Delhi Pike. Resolution pulled due to compliance with the order letter.

Resolution 2017-028

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 418 Roebling Road and dispensing with the second reading. Trustee Oswald seconded.

Mr. DeLong reported that the violation was confirmed during inspection of the property, the order letter was not responded to and the follow up inspection confirmed non-compliance.

Trustee Sieve moved and Trustee Oswald seconded to dispense with the second reading. Trustees Stertz, Sieve and Oswald voted YES.

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

Resolution 2017-029 (PULLED)

Resolution declaring nuisance for accumulated debris at 406 Roebling Road. Resolution pulled due to compliance with the order letter.

Resolution 2017-030

Trustee Sieve introduced and moved the adoption of a resolution entering into service agreement with Thomas J. Dyer Company for the maintenance of the heating, ventilating and air conditioning systems and related components at various township facilities, authorizing and directing the Director of Public Works to execute such agreement and dispensing with the second reading. Trustee Oswald seconded.

Mr. Ripperger reported that the resolution enters into contract with the lowest and most responsible bidder out of a total of 3 bids received by the office.

Trustee Sieve moved and Trustee Oswald seconded to dispense with the second reading. Trustees Stertz, Sieve and Oswald voted YES.

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

Resolution 2017-031

Trustee Sieve introduced and moved the adoption of a resolution finding the property at 388 Greenwell Avenue obsolete, unfit for the use acquired and will not be needed for public use upon completion of the new Fire Station, authorizing the Township Administrator and the

Community Development Director to explore alternate use or disposition options for the property and dispensing with the second reading. Trustee Oswald seconded.

Mr. DeLong reported that the resolution allows for an opportunity to pursue alternative redevelopment options at 388 Greenwell Avenue, the existing Station 36 location, of which will be vacant in a few months.

Trustee Sieve moved and Trustee Oswald seconded to dispense with the second reading. Trustees Stertz, Sieve and Oswald voted YES.

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

Citizen Comments: n/a

Announcement of Community Events:

1. Delhi Historical Society program: Fading Ads of Cincinnati on Monday, February 13, 2017 at the Delhi Park Lodge at 7:00 p.m.
2. Delhi Branch Library program: Fun with Foam – Create Your Own Doorknob Hanger on Tuesday, February 21, 2017 at 7:00 p.m.
3. Delhi Township Veterans Fundraiser at Wendy's fundraiser Tuesday, February 28 2017 from 5:00 p.m. – 8:00 p.m.
4. Delhi Township Fire Department 12th Annual Bowling Party & Benefit on Sunday, March 5 2017 at Western Bowl from 12:00 noon – 4:00 p.m.

Retire to Executive Session:

Motion 2017-043

Trustee Sieve moved and Trustee Oswald seconded to retire to executive session to consider the sale of unneeded, obsolete or unfit for use property in accordance with Section 505.10 of the Revised Code. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Trustee Stertz reported that the board will conduct their next meeting at 6:00 p.m. on Wednesday, February 22, 2017.

Return to the Public Meeting:

Motion 2017-044

Trustee Sieve moved and Trustee Oswald seconded to conclude executive session and return to the public meeting. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Adjourn Meeting:

There being no further business to come before the Board, Trustee Sieve moved and Trustee Oswald seconded to adjourn. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

_____ , Fiscal Officer

Approved: _____ , President

_____ , Vice President

_____ , 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