

The May 31, 2017 regular meeting of the Delhi Township Board of Trustees was called to order by President Rose Stertz. Vice President Cheryl Sieve, Trustee William Oswald Jr., Fiscal Officer James Luebbe, Law Director David Lane 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 to recognize the Memorial Day holiday and to honor all the men and women who have preserved our nation's freedom.
- The Pledge of Allegiance was recited.

APPROVAL OF MINUTES: (May 10 & 16, 2017)

Motion 2017-125

Trustee Sieve moved and Trustee Oswald seconded to approve the minutes of the Board of Trustees regular meeting held on May 10, 2017 and dispense with the reading. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Motion 2017-126

Trustee Sieve moved and Trustee Oswald seconded to approve the minutes of the Board of Trustees special meeting held on May 16, 2017 and dispense with the reading. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

APPROVAL OF BILLS:

Motion 2017-127

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

APPROVAL OF PAYMENT OF OVERTIME: (Pay period ending 5/9/17 & 5/23/17)

Motion 2017-128

Trustee Sieve moved and Trustee Oswald seconded to approve the payment of overtime for pay period ending May 9, 2017. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Motion 2017-129

Trustee Sieve moved and Trustee Oswald seconded to approve the payment of overtime for pay period ending May 23, 2017. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

REPORT FROM THE FISCAL OFFICER: Jim Luebbe

1. Resolution 2017-143 - Approval of Purchase Orders

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.

2. Resolution 2017-144 – Budget Amendment

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

Park Director Josh Torbeck reported that the budget amendment is needed to appropriate funds for the Summer Concert Series to purchase beverages and products that will be sold at the concerts.

In response to Trustee Stertz' question regarding proceeds from the beer sales, Mr. Torbeck reported that the proceeds would be recorded in the Parks Concessions revenue account.

In response to Trustee Stertz' question regarding the liquor licenses, Mr. Torbeck reported that they are going to apply for and own temporary permits for each event.

In response to Trustee Sieve's question regarding the management strategy to observe the legal drinking age, Mr. Torbeck reported that they will be checking ID's and handing out bracelets upon entering the concert, and will enforce a limit of 2 beers per person at a time.

In response to Trustee Stertz' question regarding a restricted area for drinking, Mr. Torbeck reported that they are required to provide a map and will install temporary stakes with caution tape showing boundaries of the location of the concert and area for drinking. In addition, he said that they are going to post signs to communicate that bringing alcoholic beverages into the park is prohibited.

In response to Trustee Sieves' question regarding the hours covered by the Parks Resource Officer, Mr. Torbeck reported that he and Chief Howarth have discussed coverage for the event.

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.

3. State of Ohio Division of Liquor Control Permit Requests

Motion 2017-130

Trustee Sieve moved and Trustee Oswald seconded to authorize the Fiscal Officer to sign Liquor Control Form not requesting a hearing for a new liquor permit for Fox and Panaro LLC at 1278 Ebenezer Road in Delhi Township, Cincinnati, Ohio 45233. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

In response to Trustee Stertz' question regarding the property's former occupant, Chief Howarth reported that it was previously Goebel's Pub & Kitchen.

Motion 2017-131

Trustee Sieve moved and Trustee Oswald seconded to authorize the Fiscal Officer to sign Liquor Control Form not requesting a hearing for a change of corporate stock ownership for an existing liquor permit for Remke Markets Inc., dba Biggs Remke Delhi at 5025 Delhi Road in Delhi Township, Cincinnati, Ohio 45238. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

4. Significant Transactions

Check cut in the amount of \$154,000 to PNC Bank for semiannual bond payment for the new fire station; Payroll processed for May 18 pay date in the amount of \$258,000; advanced payment from Hamilton County in the amount of \$894,000.

SPECIAL PRESENTATION:

Hamilton County Commissioner Denise Driehaus – Community Outreach 49-in-49 Initiative:

Commissioner Driehaus reported that she is visiting the 49 Hamilton County jurisdictions to introduce herself as the newly elected member of the County Commission, and to share some information on resources and services available to townships, villages and municipalities.

She referenced opportunities for shared services and consolidation on economic development initiatives through HCDC, and informed the board that they are open to providing assistance in any capacity and partnering with Delhi on strategic redevelopment initiatives.

She referenced the Hamilton County Heroin Task Force of which she is the new chair, and its focus on prevention, treatment and representation from elected officials, law enforcement, public health, hospitals and faith communities throughout the county. She informed the board that they plan to have a public forum at the end of summer where they will have an open dialogue with the citizens and share information and resources in order to have a better understanding of what this epidemic looks like from community to community. She stated that more information will follow after the event planning is finalized.

Trustee Oswald referenced the tire disposal program available through Hamilton County and the kinds of unacceptable items dropped off at the recycling bins.

Commissioner Driehaus referenced funding opportunities at the state level for local governments including the Local Government Safety Capital Grant Program and Local Government Innovation Fund through the Ohio Development Services Agency.

Administrator Cameron referenced a partnership between the Township and the County with regard to Delhi's Road Rehabilitation Project of which the project included two county roads. He also referenced the increase in the cost of the 911 service through the Hamilton County Communication's Center over the years.

Chief Howarth referenced the difficulty budgeting for the 911 service in the past, and the cost savings with regard to the \$15 flat fee per call enacted by the County Commissioners.

Commissioner Driehaus said that she appreciated the input and that they are going to try to keep the fees as low as possible. She referenced a continued effort and partnership to make the 911 service and the emergency radio system affordable for everyone.

TRUSTEES' CORRESPONDENCE:

- Trustee Sieve congratulated the 606 graduating students of Oak Hills High School, including special congratulations to Matthew Murphy, Class of 2017 Valedictorian and Co-President. She reported that Matthew is a Delhi resident and second generation valedictorian, as his mother Julie Murphy, who is a member of the Oak Hills School Board, was also valedictorian of her class.
- Trustee Oswald congratulated the Delhi Police Explorers on finishing 1st Place Overall at this year's Regional Police Explorer Competition. He reported that they took 1st place in crisis intervention and domestic violence intervention exercises, 2nd place in auto accident investigation, and 3rd place in burglary-in-progress and traffic stops. He thanked the officers who support the program.
- Trustee Stertz thanked the Delhi Veterans Association for sponsoring the annual Memorial Day Ceremony celebrated on Sunday, May 28th.
- Trustee Stertz reported that the Township hosted a ribbon cutting to kick off the grand opening of Artisans Collective, a new business located at 4852 Delhi. She congratulated the shop owner Sue Freudiger and wished her much success.

ADMINISTRATION: Administrator Cameron

1. **Resolution 2017-145**

Trustee Sieve introduced and moved the adoption of a resolution authorizing the Township Administrator to execute an agreement with Bethesda Healthcare, Inc. to provide certain preventative health services for certain eligible employees consistent with the Delhi Township Wellness Program and dispensing with the second reading. Trustee Oswald seconded.

Administrator Cameron reported that the resolution will allow us to move forward with the Wellness Program activities initiated last fall, of which is being paid for with a grant from the

Bureau of Workers' Compensation. He commented that the agreement includes 3 outreach employee kickoff meetings, one-on-one meetings with a nutritionist, and a six week challenge. He stated that he would report back after the plans are finalized.

In response to Trustee Stertz' question regarding eligibility to participate, Mr. Cameron reported that the one-on-one meetings with the nutritionist may have to be limited to full time employees as there is a cost associated with it and that it would depend on the number of interested participants.

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.

2. Motion 2017-132 - Resignation Recommendation

Trustee Sieve moved and Trustee Oswald seconded to accept the resignation of Human Resources Manager Nancy Hartman effective May 12, 2017. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

LAW DIRECTOR:

Resolution 2017-146 (Pulled from the agenda)

Resolution imposing a temporary moratorium on the formal enforcement and abatement of the junk motor vehicle regulations adopted in part at resolution No. 2016-226 and dispensing with the second reading.

PARKS & RECREATION: Director Josh Torbeck

1. Resolution 2017-147

Trustee Sieve introduced and moved the adoption of a resolution authorizing an agreement with Pure Barre Cincinnati West at Delhi Park on Saturday, July 15, 2017, authorizing the Park Director to execute the agreement and dispensing with the second reading. Trustee Oswald seconded.

Mr. Torbeck reported that the event will be a yoga class held at Delhi Park on the greenspace at the location previously referred to as the Tot Lot. He added that the class will be offered to the public at no cost and will be held on the same day as the Farmers Market.

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.

2. Resolution 2017-148

Trustee Sieve introduced and moved the adoption of a resolution authorizing an agreement with Cincinnati Martial Arts Club at Delhi Park on Thursday, June 22, 2017, authorizing the Park Director to execute the agreement and dispensing with the second reading. Trustee Oswald seconded.

Mr. Torbeck reported that the resolution will allow him to enter into an agreement with Master Strickland for instruction on self-defense. He commented that the one-day training will be held on the greenspace at the old Tot Lot, and will be free and open to the public. He added that Master Strickland has participated in Park Summer Programs over the past several years.

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.

COMMUNITY DEVELOPMENT DEPARTMENT: Director Greg DeLong

1. Resolution 2017-149

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 3950 Delhi Pike and dispensing with the second reading. Trustee Oswald seconded.

Mr. DeLong reported the informal order letter was not responded to and the follow up inspection this morning 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.

2. Resolution 2017-150

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 420 Leath Avenue and dispensing with the second reading. Trustee Oswald seconded.

Mr. DeLong reported that the follow up inspection of the property, of which the owner is a repeat offender, 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.

3. Resolution 2017-151

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for debris and excessive vegetation at 4082 Mardon Place and dispensing with the second reading. Trustee Oswald seconded.

Mr. DeLong reported that the violation was confirmed during inspection of the property, they received no response from the informal order letter, and the follow up inspection this morning 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.

4. Resolution 2017-152

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 5494 Palomino Drive and dispensing with the second reading. Trustee Oswald seconded.

Mr. DeLong reported that the violation was confirmed during inspection of the property, they received no response from the informal order letter and the follow up inspection this morning 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.

5. Resolution 2017-153

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 4747 Shadylawn Terrace and dispensing with the second reading. Trustee Oswald seconded.

Mr. DeLong reported that the violation was confirmed during inspection of the property, they received no response with regard to the informal order letter, and the follow up inspection this morning conformed non-compliance. He added that it is occupied and the owner 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.

6. Resolution 2017-154

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 219 Solarama Court and dispensing with the second reading. Trustee Oswald seconded.

Mr. DeLong reported that the violation was confirmed during inspection of the property, they received no response from the informal order letter and the follow up inspection this morning confirmed non-compliance. He added that it is occupied and the owner 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.

PUBLIC WORKS DEPARTMENT:

Motion 2017-133 - Hiring Recommendation

Trustee Sieve moved and Trustee Oswald seconded to approve Brendan Marchetti as Seasonal Maintenance Worker at a pay rate of \$11.25 per hour effective June 1, 2017. Trustee Oswald seconded. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

POLICE DEPARTMENT: No Agenda Items

FIRE DEPARTMENT:

1. Hiring Recommendations

Motion 2017-134

Trustee Sieve moved and Trustee Oswald seconded to approve the hiring of Nicholas Dalton Morrow as Part-Time Firefighter/EMT in the Fire Department at the rate per the collective bargaining agreement with the Delhi Firefighters Association effective on June 1, 2017. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Motion 2017-135

Trustee Sieve moved and Trustee Oswald seconded to approve the hiring of Ryan Seusz as Part-Time Firefighter/EMT in the Fire Department at the rate per the collective bargaining agreement with the Delhi Firefighters Association effective on June 1, 2017. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Motion 2017-136

Trustee Sieve moved and Trustee Oswald seconded to approve the hiring of Brendan McWilliams as Part-Time Firefighter/EMT in the Fire Department at the rate per the collective bargaining agreement with the Delhi Firefighters Association effective on June 1, 2017. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Motion 2017-137

Trustee Sieve moved and Trustee Oswald seconded to approve the hiring of James Reist as Part-Time Firefighter/EMT in the Fire Department at the rate per the collective bargaining agreement with the Delhi Firefighters Association effective on June 1, 2017. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Motion 2017-138

Trustee Sieve moved and Trustee Oswald seconded to approve the conditional offer of employment to Bill Hatton as Part-Time Firefighter/EMT in the Fire Department at the rate per the collective bargaining agreement with the Delhi Firefighters Association and successful completion of a voice stress analyzer. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

2. Promotion Recommendation**Motion 2017-139**

Trustee Sieve moved and Trustee Oswald seconded to approve the promotion of Noah Sidley from Part-Time Firefighter/EMT in the Fire Department to Part-Time Firefighter/Paramedic at the rate per the collective bargaining agreement with the Delhi Firefighters Association effective on June 1, 2017. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Fire Chief Campbell informed the board that there are two open full time positions remaining and that there is a chance that they will lose another candidate to a full time job with another department. He stated that they will accept applications until the positions are filled.

3. Waiver of Permit Fee**Motion 2017-140**

Trustee Sieve moved and Trustee Oswald seconded to approve a request from Mike Liderbach, St. Dominic Cub Scout Pack 483 Committee Chair, to waive the open burn permit for their annual flag retirement ceremony on June 11, 2017 on St. Dominic Church property, 4451 Delhi Avenue, due to the community service nature of the request. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

CITIZEN COMMENTS: N/A

ANNOUNCEMENT OF COMMUNITY EVENTS:

1. Fishing program at Clearview Lake on Fridays, from May 5th through September 29th, from 7am – dusk.

2. Delhi Citizen’s Police Association Golf Outing on Friday, June 9, 2017 at Aston Oaks Golf Course.
3. Delhi Historical Society program: Using the Hamilton County Recorder’s Office for Genealogy Research, on Monday, June 12, 2017 at the Delhi Park Lodge from 7pm – 8pm.
4. Delhi Parks & Recreation Department concert featuring Saffire Express on Thursday, June 15, 2017 in Delhi Park at 7pm.
5. Riverview-Delhi Kiwanis Rollin on the River Car Show on Sunday, July 23, 2017 at Fernbank Park.

EXECUTIVE SESSION:

Motion 2017-141

Trustee Sieve moved and Trustee Oswald seconded to retire to Executive Session to consider the appointment, employment, and/or compensation of a public employee. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Trustee Stertz reported that their next regular meeting will be on June 14 at 6:00 pm.

RETURN TO PUBLIC MEETING:

Motion 2017-142

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.

MOTION TO CONSIDER:

Motion 2017-143

Trustee Sieve moved and Trustee Oswald seconded to make an offer to hire Melanie Hermes as Human Resource Manager, conditional on a successful background check, drug screen and voice stress analyzer with an annual salary of \$65,000.00, half of her accumulated and unused sick leave not to exceed 335.25 hours, and 11 vacation days for the remainder of 2017. 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