

The November 8, 2017 regular meeting of the Delhi Township Board of Trustees was called to order by President Rose Stertz. Trustee 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 the Pledge of Allegiance, followed by a moment of silence in memory of Tony Macaluso, brother of Police Lieutenant Joe Macaluso. Our thoughts and prayers go out to the entire Macaluso family.

APPROVAL OF MINUTES: (October 25, 2017)

Motion 2017-221

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

APPROVE OF BILLS:

Motion 2017-222

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

APPROVE OF PAYMENT OF OVERTIME: (Period ending 10/24/17)

Motion 2017-223

Trustee Sieve moved and Trustee Oswald seconded to approve the payment of overtime for pay period ending October 24, 2017. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

REPORT FROM THE FISCAL OFFICER: Jim Luebbe

1. Resolution 2017-292 – Approve 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 2017-293 – Appropriation and Revenue 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.

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. Significant Transactions:

Mr. Luebbe reported on the following transactions: November 2 Payroll for \$260,000, and on November 6 check was cut to the John Deere Company for a new tractor in the amount of \$23,000.

TRUSTEES' CORRESPONDENCE:

- Trustee Sieve thanked the voters who supported her in the November 7 Election, and for the privilege of serving again for another 4 years as Delhi Township Trustee.
- Trustee Oswald thanked his family, friends and volunteers who supported him throughout the campaign. He commented that he really appreciates everyone who supported him, and has truly enjoyed serving the community. He congratulated Trustee Sieve on her re-election, and Mike Davis on his return, and wished the new board the best of luck in the future.
- Trustee Stertz congratulated Trustee Sieve on winning the race for Trustee. She commented that she will miss working with Trustee Oswald, recognizing the fact that he made major contributions to the Board. She congratulated Mike Davis on his win and is looking forward to working with him.
- Trustee Stertz referenced the ceremony on the agenda to recognize the graduates of the 16th Citizens Police Academy. She commented on her participation in this class, and thanked all of the police officers for their commitment to the planning of the 12 week course.

SPECIAL PRESENTATION:

1. Recognition of the 16th Citizens Police Academy Graduating Class: Sgt. Bill Murphy:

Sgt. Murphy reported that we are here tonight to recognize the 23 graduates. He referenced the program which runs 12 consecutive weeks, of which started on September 5th and will conclude on November 20th, and covered a variety of topics related to law enforcement with the purpose to present to the citizens a better understanding of how the department operates and what police officers do. He commented that the officers truly enjoy the opportunity to connect with the citizens, while sharing details about their job.

He reported that they are currently accepting applications for the 17th class that will be held on Thursday nights beginning January 25th from 6:00pm – 9:00pm. The application can be found on the Township's website.

He thanked the Board of Trustees for the use of the Board Room, the Green Township Police Department for the use of their Firearms and Training Simulator, Hamilton County Sheriff's Department for the tours of the Justice Center and the Hamilton County Communications Center, and Our Lady of Victory Parish for the use of their facility for the Active Shooter Training Seminar.

Chief Howarth recognized Sgt. Murphy for taking on the responsibility of organizing the program. He recognized the graduates and presented them with certificates:

Ronald Apt	Richard Foster	John Parinello
Rachel Appenfelder	Ginny Hennigan-Burke	John Perry
Cindy Bastin	Jesse Hughes	Melissa Petra
Elsa Black	Rhonda Loosle	James Satzger Jr.
Victor Caproni	Peter Ludeman	Rose Stertz
Rhonda Daugherty	Jan McKibben	Ronald Vanover
Karen Feichtner	Donna Miller	Sean Wallace
Peter Feichtner III	Allison Oswald	

He invited the graduates who would be interested in serving the community to join the Delhi Citizens Police Association.

Rachel Appenfelder reported that she lives and works in Delhi Township and has prior law enforcement experience with a larger 155 officer department, stating that she signed up to learn how a 32 officer department operates. She referenced some of the courses covered, and information shared on how it is relevant to the officers' daily job: Search and Seizure, Interrogation Techniques, Civil Unrest, Active Shooter Training, and Firearms Simulator at Green Township. She stated that she met a lot of amazing police officers over the course of the program, and what she takes away from the program is that the officers truly care about the citizens and the community.

Jan McKibben reported that one of the reasons she took the class was because of her fear of guns. She stated that it was a really neat experience, recommending that everyone should go through it at least once. She thanked the Police Department and all of the officers involved for the opportunity.

Allison Oswald referenced her experiences while going through the academy, stating that it is a true testament to how the officers engage the community, and a testament to how great the Police Department is. She felt that going through the academy would make her a better and more empowered citizen. She stated that she really enjoyed the interaction with the officers through the planned activities, and highly recommends it. She thanked the Delhi Citizens Police Association for their involvement and for providing the shirts.

Trustee Sieve congratulated the graduates on completing the academy, and hopes that they will consider joining the Delhi Citizens Police Association. She commented that we are all

very privileged to have one of the best police departments, and the support of the Delhi Citizens Police Association.

Trustee Oswald commented that he enjoyed hearing his wife Allison talk about home much she learned after each session. He referenced the components of the criminal justice system, his interest as a criminal defense attorney, and his wife who is a prosecuting attorney with Hamilton County. He commented that while he served as Trustee he gained a better understanding of the law enforcement side and the investigations process, and found it to be very interesting. He thanked the investigators for the work that they do.

Trustee Stertz stated that she took the class because she wanted to have a better understanding of what our men and women do. She referenced the interaction between an officer and a citizen that was pulled over for speeding during a ride along who had a personalized license plate that read "KIDNEY" and was on his way to dialysis. She commented that she was impressed with the way the officer handled it with care and concern for the citizen.

2. Fire Department Donation from Metz Family: Captain Helmes

Cpt. Helmes recognized the Metz family and the Jim Metz Scholarship Foundation for the generous donation of equipment valued at \$7,000. He commented that the equipment that they chose is above and beyond what the department currently has on their regular trucks: Stihl cut off saw for roof ventilations, rope rescue equipment including a lifting system that would enable them to lift up to 100,000 lbs. and ballistic helmets and vests to complete their inventory for active shooter related rescues.

He referenced the Jim Metz Scholarship Foundation established by the Metz family in 2000 following the tragic loss of their son Jim Metz, who was only 21 at the time and was eager to report to duty. Jim was killed by a lightning strike on September 3, 2000, the day after receiving his state certification needed to start his job with the Delhi Township Fire Department. In the aftermath, the family decided to set up the scholarship foundation to help firefighters and paramedics with the cost of school, of which over the years has helped many Delhi firefighters and other firefighters in the area complete their medic school training.

He commented that the Fire Department really appreciates the Metz family, and the donation of equipment that will improve their fire and rescue service.

Family members present at the meeting: Jim and Ann Metz, his mother and father, and his sisters Gina Poppy and Jamie Mae. Cpt. Helmes presented the family with a plaque to show their appreciation for the donation of equipment in memory of Jim Metz.

Chief Campbell commented that this is an amazing example of how to bring good out of bad, honoring Jim Metz while helping the Fire Department.

Trustee Sieve considered it to be a wonderful tribute to their son, Jim Metz.

The Trustees thanked the Metz family for the donation of equipment to benefit the Fire Department.

PUBLIC HEARING:

Community Development Block Grant Application: Development Director Greg DeLong

Motion 2017-224

Trustee Sieve moved and Trustee Oswald seconded to approve the opening of the second public hearing concerning the application for the 2018-2020 Hamilton County Planning + Development Community Development Block Grant Program. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Mr. DeLong referenced the program as being designed to benefit low to moderate income residents and neighborhoods in the community. He reported that a request for proposals was posted on the Township's website for a week and a half, following the first public hearing, in an effort to receive public comment on any additional projects. Having received no public input, Mr. DeLong informed the Board that he would be moving forward with the funding request guaranteed in the amount of \$173,166 for projects 1 – 4, including a request for additional funding for projects 5 & 6, for a total grant request in the amount of \$310,000:

Projects:

1. Story Woods Park – Path Paving (ADA Improvements) \$25,000
2. Fire Turn Out Gear \$39,000
3. Delhi Park Play Surface Improvements (ADA) \$41,000
4. Senior Center – Roof Replacement \$50,000

Estimated cost of projects \$155,000

Additional Projects:

5. Demolition – 4835 Delhi Pike \$30,000
6. Beechmeadow Lane Repaving \$125,000

Total Estimated Costs (1 – 6) \$310,000

He commented that he is currently working with the Department Heads to complete the application process which is due November 22nd, and that the funding would be available in 2018 after the budget is approved by Congress.

Motion 2017-225

Trustee Sieve moved and Trustee Oswald seconded to approve the closing of the second public hearing concerning the application for the 2018-2020 Hamilton County Planning + Development Community Development Block Grant Program. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

ADMINISTRATION: Administrator Jack Cameron

1. Resolution 2017-294

Trustee Oswald introduced and moved the adoption of a resolution entering into a Benefit Management Agreement (“run out contract”) with Medical Benefits Administrators, Inc. (MBA), authorizing the Township Administrator to execute the necessary documents and dispensing with the second reading. Trustee Oswald seconded.

Mr. Cameron reported that this resolution and the following are follow ups to our health insurance agreements since we switched our 3rd party administrator. He commented that the our previous 3rd party administrator was responsible for claims filed prior to October 1st and that because of a lag time in filing, we had to put these 2 in place so they can administer the claims through the end of the year.

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 2017-295

Trustee Sieve introduced and moved the adoption of a resolution entering into amendment to plan administrator/employer payor agreement with Quality Care Partners (QCP) in connection with the run out of the Township’s prior health insurance plan, authorizing the Township Administrator to execute necessary documents 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.

PARKS & RECREATION: No agenda items.

COMMUNITY DEVELOPMENT: Development Director Greg DeLong

1. Resolution 2017-296

Trustee Sieve introduced and moved the adoption of a resolution certifying violation abatement expenses at 4011 Delhi Pike to the County Auditor for assessment and dispensing with the second reading. Trustee Oswald seconded.

Mr. DeLong referenced the before and after pictures of the property abatements on the slide presentation.

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 2017-297

Trustee Sieve introduced and moved the adoption of a resolution certifying violation abatement expenses at 4426 Delhi Pike to the County Auditor for assessment 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.

3. Resolution 2017-298

Trustee Sieve introduced and moved the adoption of a resolution certifying violation abatement expenses at 1219 Pineknot to the County Auditor for assessment 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.

4. Resolution 2017-299

Trustee Sieve introduced and moved the adoption of a resolution certifying violation abatement expenses at 4343 Mt. Alverno Drive to the County Auditor for assessment 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.

PUBLIC WORKS: No Agenda items.

POLICE DEPARTMENT:

Motion 2017-226 – Hiring Recommendation

Trustee Sieve moved and Trustee Oswald seconded to approve the hiring of Catherine C. Neville as Part-Time Police Clerk in the Police Department at \$13.00 per hour upon the successful

completion of the drug testing, background check, and voice stress analyzer test effective November 9, 2017. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

Motion 2017-227 – Resignation Recommendation

Trustee Sieve moved and Trustee Oswald seconded to accept the resignation of Part-Time Police Clerk James A. Meyer effective December 12, 2017. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

FIRE DEPARTMENT: Chief Campbell

1. Motion 2017-228 – Hiring Recommendation

Trustee Sieve moved and Trustee Oswald seconded to approve the hiring of Whitney R. Esterkamp 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, drug screen, and background check effective November 9, 2017. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

2. Motion 2017-229 – Hiring Recommendation

Trustee Sieve moved and Trustee Oswald seconded to accept the resignation of Part Time Firefighter/EMT Jacob A. Luning effective October 31, 2017. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

CITIZEN COMMENTS: N/A

ANNOUNCEMENT OF COMMUNITY EVENTS:

1. Delhi Branch Library program: Eyewitness to Pearl Harbor – One Soldier’s Story, on Thursday, November 9th at the Delhi Branch Library at 7:00 p.m.
2. Delhi Township Veterans Association Veterans Day Ceremony on Sunday, November 12th from 1:00pm – 2:00pm at Veterans Memorial Park.
3. Delhi Historical Society program: The Great War – Ohio Journeys to World War I, on Monday, November 13th from 7:00pm – 8:00pm at the Delhi Park Lodge.
4. Sustainability Expo presented by Earth Connection & MSJ Environmental Action Committee on Wednesday, November 15th at MSJ Theatre Lobby from 5:00pm – 8:00pm.
5. Delhi Business Association Christmas Parade on Saturday, December 2nd at 9:30am.
6. Township Holiday Market hosted by the Township Parks Dept. on Saturday, December 9th at the Delhi Senior Community Center from 10:00am – 4:00pm.

Trustee Stertz reported that their next regular meeting will be held on Wednesday, November 29, 2017 at 6:00 p.m.

RETIRE TO EXECUTIVE SESSION:

Motion 2017-230

Trustee Sieve moved and Trustee Oswald seconded to retire to Executive Session to prepare for negotiations with public employees concerning their compensation and other terms and conditions of their employment. Trustees Stertz, Sieve and Oswald voted YES. Motion carried.

RETURN TO PUBLIC MEETING:

Motion 2017-231

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