

The January 10, 2018 regular meeting of the Delhi Township Board of Trustees was called to order by President Rose K. Stertz. Trustee Cheryl A. Sieve, Trustee Michael D. Davis, Fiscal Officer James J. Luebbe, Law Director David C. Lane and Administrator Jack Cameron were present.

#### OPEN THE MEETING:

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- 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 those who have passed over the holidays, and in support of the loved ones who mourn them. We especially send out our condolences to one of our own, Firefighter Ray Caine, who lost his brother this past week.

#### RECEIPT OF ELECTION CERTIFICATES, OATHS, AND BONDS

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##### 1. **Mrs. Cheryl A. Sieve**

###### **Motion 2018-001**

Trustee Davis moved and Trustee Stertz seconded requesting Administrator Cameron to verify receipt of the Certificate of Election, Oath of Office, and the executed bond in the statutory amount of \$5,000.00 with a surety for Mrs. Sieve. Trustees Stertz and Davis voted YES. Motion carried.

Administrator Cameron acknowledged receipt of the Certificate of Election, Oath of Office, and executed bond in the amount of \$5,000.00 for Mrs. Sieve.

##### 2. **Mr. Michael D. Davis**

###### **Motion 2018-002**

Trustee Sieve moved and Trustee Stertz seconded requesting Administrator Cameron to verify receipt of the Certificate of Election, Oath of Office, and the executed bond in the statutory amount of \$5,000.00 with a surety for Mr. Davis. Trustees Stertz and Sieve voted YES. Motion carried.

Administrator Cameron acknowledged receipt of the Certificate of Election, Oath of Office, and the executed bond in the amount of \$5,000.00 for Mr. Davis.

#### NOMINATION OF OFFICERS:

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##### 1. **Motion 2018-003 - Appointment of Board President for 2018**

Trustee Davis moved and Trustee Sieve seconded to appoint Mrs. Stertz as Board President for 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

##### 2. **Motion 2018-004 - Appointment of Board Vice-President for 2018**

Trustee Davis moved and Trustee Stertz seconded to appoint Mrs. Sieve as Board Vice-President for 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

APPROVAL OF MINUTES: (December 5, 7 & 28, 2017)

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**Motion 2018-005**

Trustee Sieve moved and Trustee Stertz seconded to approve the minutes of the Board of Trustees meetings held on December 5, 7, & 27, 2017, and dispense with the reading. Trustees Stertz and Sieve voted YES. Motion carried.

APPROVE OF BILLS:

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**Motion 2018-006**

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

APPROVE PAYMENT OF OVERTIME: (Period ending 1/2/18)

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**Motion 2018-007**

Trustee Sieve moved and Trustee Davis seconded to approve the payment of overtime for pay period ending January 2, 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

REPORT FROM THE FISCAL OFFICER: Jim Luebbe

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**1. Resolution 2018-001 – 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 Davis seconded.

Trustee Sieve moved and Trustee Davis seconded to dispense with the second reading. 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 2018-002 – Request for Advance Payment of Taxes**

Trustee Sieve introduced and moved the adoption of a resolution requesting the County Auditor to make advance payments of taxes pursuant to R.C. 321.34 and dispensing with the second reading. Trustee Davis seconded.

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

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

- 3. Significant Transactions** - Fiscal Officer Luebbe reported on the following transactions:  
 Receipts: \$164,000 from Hamilton County for reimbursement of paving of Hillside and Martini.  
 Cash disbursements: \$157,000 to Bureau of Workers' Comp on January 4; \$55,000 to OPERS on January 10; \$102,000 to Ohio Police and Fire Pension on January 10; Payroll processing in the amount of \$265,000 on December 28.

#### TRUSTEES' CORRESPONDENCE:

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- Trustee Sieve welcomed Trustee Davis on his return to the Board.
- Trustee Sieve referenced correspondence from Firefighter Andy Ihle expressing appreciation for the new Greenwell station. In the letter he made reference to how the department has benefited from the new building and the additional space, which allows them to work in a more efficient manner with regard to performing the general maintenance of trucks, equipment, turnout gear and houses; training and physical fitness activities.
- Trustee Davis thanked his supporters. He commented that it is an honor to sit on the Board with Cheryl and Rose, as is looking forward to working with them on attaining the best days for Delhi.
- Trustee Stertz welcomed Trustee Davis to the Board. She commented that she is looking forward to working with her colleagues in a cohesive manner.

#### SPECIAL PRESENTATION:

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*Delhi Business Association 2017 Christmas Parade Winners – President Travis Curd, Vice President Marty Schultes & committee member Russ Brose:*

Mr. Curd thanked Marty Schultes and Russ Brose for their assistance with planning the 27<sup>th</sup> annual Christmas parade. He reported that their online registration was a success and is looking forward to continued membership growth in 2018.

He announced the following parade winners and presented awards:

1. Best Band – Oak Hills High School
2. Best Walking Unit – Revere Dance Studio
3. Best Christmas Theme – Delhi Seniors, Bert Brothers
4. Best Costume Character – Delhi Historical Society, Abe Lincoln
5. Best Decorated Car – Riverview Delhi Kiwanis. Accepting the award on behalf of Kiwanis was Butch Stertz.
6. Most Unique Entry - Delhi Swim Club
7. Best Sound System – Priority Towing
8. Best Scout Entry – Our Lady of Victory Scout Troop 909

Trustee Stertz thanked the Delhi Business Association for their support of the community, and for hosting the annual Christmas parade year after year. She referenced the annual Easter Egg Hunt scheduled on March 24<sup>th</sup> which was announced at their membership meeting this morning.

Trustee Stertz excused the visitors who attended for the award presentation.

#### ADMINISTRATION:

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##### 1. **Resolution 2018-003**

Trustee Sieve introduced and moved the adoption of a resolution declaring intent to conduct an internet auction for the sale of unneeded, obsolete or unfit Township personal property effective until December 31, 2018 and dispensing with the second reading. Trustee Davis seconded.

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

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

#### PARKS & RECREATION: Administrator Cameron on behalf of Park Director Josh Torbeck

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##### 1. **Resolution 2018-004**

Trustee Sieve introduced and moved the adoption of a resolution restating the Parks & Recreation User Permit Fee Schedule for permits in connection with the limited or exclusive use of facilities and participation in programs and dispensing with the second reading. Trustee Davis seconded.

Administrator Cameron reported that the resolution extends enforcement of the same fee schedule until such time when there would be a need to modify the fee structure.

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

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

##### 2. **Motion 2018-008 - Resignation Recommendation**

Trustee Sieve moved and Trustee Davis seconded to accept the resignation of Seasonal Parks Department Service Worker Michael Sexton effective November 26, 2017. Trustee Stertz, Sieve and Davis voted YES. Motion carried.

#### COMMUNITY DEVELOPMENT: Director Greg DeLong

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##### 1. **Resolution 2018-005**

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 425 Pedretti Road and dispensing with the second reading. Trustee Davis seconded.

Mr. DeLong informed the Board that the department received 818 nuisance and zoning complaints in 2017. He reported that 425 Pedretti Road is a repeat offender with the debris visible and tucked away under the porches, and the follow up inspection found the property to be in the same condition.

Trustee Sieve moved and Trustee Davis seconded to dispense with the second reading. 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 2018-006**

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 753 Lullaby Court and dispensing with the second reading. Trustee Davis seconded.

Mr. DeLong reported that 753 Lullaby Court is a repeat offender and occupied structure with the debris in the side a rear yards, and that the follow up inspection this morning found the property to be in the same condition.

Trustee Sieve moved and Trustee Davis seconded to dispense with the second reading. 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 2018-007**

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 5378 Pallasades Drive and dispensing with the second reading. Trustee Davis seconded.

Mr. DeLong reported that 5378 Pallasades is a repeat offender and occupied structure with the debris in the driveway at the rear entrance of the garage, and that the follow up inspection this morning found the property to be in the same condition.

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

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

PUBLIC WORKS: Director Ron Ripperger

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**1. Motion 2018-009 – Hiring Recommendation**

Trustee Sieve moved and Trustee Davis seconded to approve the hiring of David Huffman as Full-Time Service Worker per the collective bargaining agreement with the Delhi Road Department Employees Association effective January 11, 2018 contingent on successful completion of voice stress analyzer, background check, drug screen, and physical. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

**2. Motion 2018-010 - Resignation Recommendation**

Trustee Sieve moved and Trustee Davis seconded to accept the resignation of Full-Time Public Works Service Worker Nathan Chaney effective January 5, 2018. Trustee Stertz, Sieve and Davis voted YES. Motion carried.

**3. Motion 2018-011 – Notice of Public Hearings**

Trustee Sieve moved and Trustee Davis seconded to schedule the first of two (2) public hearings concerning 2018 construction, repair, or maintenance of sidewalks, curbs, and gutters along various Township streets for Wednesday, February 14, 2018 at 6:00pm and directing notice by mail and publication as required by law and the Township's policies and procedures. Trustee Stertz, Sieve and Davis voted YES. Motion carried.

Mr. Ripperger reported that the notice of public hearing is the first of many steps in preparing for the Sidewalk Program to be included in the 2018 Street Rehabilitation Project.

**POLICE DEPARTMENT:**

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**1. Motion 2018-012 – Hiring Recommendation**

Trustee Sieve moved and Trustee Davis seconded to approve the hiring of Allison Nevin as Part-Time Police Clerk at \$14.00/hour effective January 11, 2018 contingent on the successful completion of voice stress analyzer, background check, and drug screen. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

**FIRE DEPARTMENT: No Agenda Items.**

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**CITIZEN COMMENTS: N/A**

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**ANNOUNCEMENT OF COMMUNITY EVENTS:**

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1. 17<sup>th</sup> Citizens Police Academy on Thursday nights at the Administration Building from January 25<sup>th</sup> thru Thursday, April 12<sup>th</sup> from 6:00 p.m. – 9:00 p.m.
2. Third Annual Mount Madness on Saturday, February 3, 2018 at the Student Center Gymnasium from 11:00 a.m. – 5:00 p.m. Proceeds to benefit the Forever 22 scholarship.
3. DCPA & DPHA Mardi Gras Dinner Dance on Saturday, February 10, 2018 at The Meadows from 7:00 p.m. – 11:00 p.m.
4. Delhi Historical Society program: Alternative Medicine: Medicinal Plants and Minerals, on Monday, February 12, 2018 from 7:00 p.m. – 11:00 p.m.

EXECUTIVE SESSION:

**Motion 2018-013**

Trustee Sieve moved and Trustee Davis seconded to retire to Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of public employees and officials. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

Trustee Stertz reported that their next regular meeting originally scheduled on Wednesday, January 31<sup>st</sup> has been moved to Tuesday, January 30th at 6:00 p.m.

RETURN TO PUBLIC MEETING:

**Motion 2018-014**

Trustee Sieve moved and Trustee Davis seconded to conclude Executive Session and return to the public meeting. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

ADJOURN MEETING:

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

\_\_\_\_\_ , 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.

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James J. Luebbe, Fiscal Officer