

The May 30, 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, Administrator Jack Cameron and Law Director David C. Lane 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 Dorothy (Dee) Meyer. Mother of one of our current police clerks Melinda Klenk, and past police clerk Jim Meyer, she is survived by three children, four grandchildren and fourteen great-grandchildren. Dee was an active member of the community. Our thoughts and prayers go out to the family.

APPROVAL OF MINUTES:

Motion 2018-089 (May 9, 2018 Regular Meeting)

Trustee Sieve moved and Trustee Davis seconded to approve the minutes from the Board of Trustees meeting held on May 9, 2018 and dispense with the reading. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

Motion 2018-090 (May 9, 2018 Special Meeting)

Trustee Sieve moved and Trustee Davis seconded to approve the minutes from the Board of Trustees special meeting held on May 9, 2018 and dispense with the reading. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

APPROVAL OF BILLS:

Motion 2018-091

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

APPROVAL OF PAYMENT OF OVERTIME: (Period ending May 8th and May 22nd, 2018)

Motion 2018-092

Trustee Sieve moved and Trustee Davis seconded to approve the payment of overtime for pay periods ending May 8th and May 22nd, 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

REPORT FROM THE FISCAL OFFICER: James Luebbe

1. Resolution 2018-068 – 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. Significant Transactions – Mr. Luebbe reported on the following:

Disbursements: \$154,000 to PNC Bank on May 29th for the Greenwell Fire Station bond payment, \$40,000 to the Bank of New York for interest payments on the Neeb Road Fire Station bond payment, Payroll in the amount of \$260,000 processed on May 16th.

Cash Receipts: May 15th - \$26,000 reimbursement for SRO from the Oak Hills Local School, and on May 18th tax distributions from the Hamilton County Auditor's office - receipt of \$41,000 for the LGF and Gasoline Tax, and \$18,000 for the Permissive Motor Vehicle Tax.

TRUSTEES' CORRESPONDENCE:

- Trustee Sieve thanked the Delhi Township Veterans for hosting the Memorial Day Ceremony.
- Trustee Davis recognized the Veterans and the event as being a great service to the community.
- Trustee Stertz made reference to the Veterans Day Ceremony to be held at Veterans Memorial Park in November in recognition of the holiday.

ADMINISTRATION:

1. Motion 2018-093 – Gun Violence Awareness Day Proclamation

Trustee Sieve moved and Trustee Davis seconded to approve the proclamation declaring June 1, 2018 as Gun Violence Awareness Day in Delhi Township, Hamilton County, Ohio. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

Trustee Stertz read the proclamation and presented it to Margaret Reis, representative of Mom's Demand Action.

2. Motion 2018-094 – Recommend Understanding with Oak Hills Local School District

Trustee Sieve moved and Trustee Davis seconded to approve the request from Oak Hills Local School District to move forward with hiring an additional School Resource Officer with the following understanding:

- Cost sharing of the total actual employee costs for all SROs, including the current one, which would include salary, benefits, insurance, etc. at 75% OHLSD and 25% Delhi Township.
- Five (5) year commitment of funding for the current and additional SRO.
- Nine (9) months prior notice of discontinuing either SRO position.
- Delhi Township Police Department has and maintains 100% control of the SRO's selection.
- A second or additional SRO would be available as soon as practical given the Police Department's need to recruit, hire and train an additional police officer.

Trustees Stertz, Sieve and Davis voted YES. Motion carried.

3. Resolution 2018-069

Trustee Sieve introduced and moved the adoption of a resolution granting Our Lady of Victory Church Cub Scout Pack 909 a special exemption to Park rules for their annual Parent/Son Overnight Campout and Flag Retirement Ceremony, waiving burn permit fee, authorizing the Township Administrator to issue the special exemption, 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.

4. Motion 2018-095 – Liquor Permit Renewal Hearing Recommendation

Trustee Sieve moved and Trustee Davis seconded to approve the request not to have a hearing regarding Yug & Parth Corporation's annual liquor license renewal. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

5. Motion 2018-096 – Liquor Permit Renewal Hearing Recommendation

Trustee Sieve moved and Trustee Davis seconded to approve the request not to have a hearing regarding Kumo Asian Restaurant Inc. annual liquor license renewal. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

PARKS AND RECREATION:

Motion 2018-097

Trustee Sieve moved and Trustee Davis seconded to accept the resignation of Part-Time Event Custodian Leo P. Morand effective May 30, 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

FIRE DEPARTMENT: Chief Campbell

1. Motion 2018-098 – Waiver of Fees

Trustee Sieve moved and Trustee Davis seconded to approve a request from William Eckhoff, St. Dominic Cub Scout Pack 483 Committee Chairman, to waive the open burn permit for their annual flag retirement ceremony on June 10, 2018 on St. Dominic Church property, 4551 Delhi Avenue, due to the community service nature of the request. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

2. Motion 2018-099 – Hiring Recommendation

Trustee Sieve moved and Trustee Davis seconded to approve the hiring of Austin H. Piening 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 the pre-

employment physical, drug testing, and background check effective on May 30, 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

3. Motion 2018-100 – Resignation Recommendation

Trustee Sieve moved and Trustee Davis seconded to accept the resignation of Part-Time Firefighter/EMT Tyler A. Hughes effective May 23, 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

4. Presentation on Community Risk Reduction

Chief Campbell reported that following a review of their Community Risk Reduction program, the department determined that it was necessary to redirect their focus on the elderly and special needs population.

He referred to a partnership with the American Red Cross and the Home Fire Campaign, which will provide free smoke detectors and installation to citizens who cannot afford them or are unable to install them. He commented that personnel will be trained to address specific issues that come up with citizens who would be considered at risk.

He reported that the department will be ready to launch a public awareness campaign in August.

5. Presentation on Open Burns

Chief Campbell reported that open burns are permissible as long as they are for recreational purposes using seasoned firewood. He referenced things that you are not permitted to burn including trash, yard waste and grass clippings. He recommended that residents should contact the Fire Department to ensure that they are burning the right materials, and that the fire is a safe distance from other structures, so they do not create an offensive, unsafe situation for their neighbors.

Trustee Davis suggested submitting an article to the Delhi Press to help educate everyone on the proper protocol for open burns.

Chief Campbell informed the board that the department made a big effort to reach out to the community two years ago on how to safely conduct open burns, and that since that time they are seeing less unauthorized burns and more authorized burns. He commented that while they do have authority to extinguish open burns that are considered to be offensive or objectionable, they do not patrol for violations. He stated that the only time that it would not be okay to burn would be if the Ohio Fire Marshal would institute an Ohio Burn Ban due to weather or wind conditions. He ended with a reminder to contact the department with any complaints.

Trustee Sieve made reference to the Stop the Bleed Campaign, an initiative that the Fire Department is spearheading with the Oaks Hills Local School District, St. Dominic and Our Lady of Victory, which will provide every classroom with an emergency kit in the event of a

terror or shooter situation. She stated that the program funding, provided by private donors, is in place and that the kits will be in the schools this fall.

PUBLIC WORKS: No Agenda Items.

POLICE DEPARTMENT: Lt. Macaluso

1. Resolution 2018-070

Trustees Sieve introduced and moved the adoption of a resolution entering into a lease agreement with the Board of County Commissioners, Hamilton County, Ohio to memorialize the use of CLEAR funding for mobile data computers (“MDCs”) and docking stations being transferred to law enforcement agencies located in Hamilton County in order to improve access to data and information and dispensing with the second reading. Trustee Davis seconded.

Lt. Macaluso reported that the resolution addresses the replacement of the department’s in-car mobile data computers that are no longer supported by the manufacturer.

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 2018-071

Trustees Sieve introduced and moved the adoption of a resolution entering into a subscription agreement with Securus Technologies, Inc. for cloud-based hosting services for the Police Department’s record management system, authorizing the Police Chief to execute the agreement and dispensing with the second reading. Trustee Davis seconded.

Lt. Macaluso reported that the Police Department’s current records management system is hosted in house, and the new one will be outsourced with a cost savings.

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. Motion 2018-101 – Resignation Recommendation

Trustee Sieve moved and Trustee Davis seconded to accept the resignation of Full-Time Police Corporal Frank Gentile effective June 9, 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

Trustee Stertz commented that Corporal Gentile will be retiring after providing 25 years of service to the community and he will be greatly missed!

Lt. Macaluso reported that Corporal Gentile began his career with Delhi in 1993, and he has been a great asset to the department, both internally with personnel and externally with the public. He informed the Board that the department is seeking permission to retire his badge, off-duty weapon and gun belt in honor of his retirement.

COMMUNITY DEVELOPMENT: Administrator Cameron

1. **Set Public Hearing Date**

- **Motion 2018-102**

Trustee Sieve moved and Trustee Davis seconded to accept and acknowledge receipt of the Zoning Commissions' recommendation in Case ZC2018-1 and scheduling a public hearing on June 13, 2018 at 6:00 p.m. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

- **Motion 2018-103**

Trustee Sieve moved and Trustee Davis seconded to accept and acknowledge receipt of the Zoning Commissions' recommendation in Case ZC2018-2 and scheduling a public hearing on June 13, 2018 at 6:00 p.m. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

2. **Resolution 2018-072**

Trustees Sieve introduced and moved the adoption of a resolution certifying violation abatement expenses at 943 Countryridge Lane to the County Auditor for assessment and dispensing with the second reading. Trustee Davis seconded.

Mr. Cameron reported that the first three resolutions address properties that have been abated.

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 2018-073**

Trustees Sieve introduced and moved the adoption of a resolution certifying violation abatement expenses at 4693 Mayhew Avenue to the County Auditor for assessment 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.

4. Resolution 2018-074

Trustees Sieve introduced and moved the adoption of a resolution certifying violation abatement expenses at 445 Leath Avenue to the County Auditor for assessment 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.

5. Resolution 2018-075

Trustees Sieve introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 5417 Cannas Drive and dispensing with the second reading. Trustee Davis seconded.

Mr. Cameron reported that the nuisance properties, pertaining to this resolution and the next seven, were found in the same condition this morning during the follow up inspections.

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.

6. Resolution 2018-076

Trustees Sieve introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 328 Bob Drive 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.

7. Resolution 2018-077

Trustees Sieve introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 5218 Riverwatch Drive 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.

8. Resolution 2018-078

Trustees Sieve introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 5472 Rapid Run Road 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.

9. Resolution 2018-079

Trustees Sieve introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 5088 Rapid Run Road 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.

10. Resolution 2018-080

Trustees Sieve introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 4011 Delhi Pike 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.

11. Resolution 2018-081

Trustees Sieve introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 4081 Delhi Pike 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.

12. Resolution 2018-082

Trustees Sieve introduced and moved the adoption of a resolution declaring nuisance for excessive vegetation at 4426 Delhi Pike 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.

Mr. Cameron referenced a public record request being reviewed by the Township's Law Director. Because of the nature and complexity of the request, he asked for approval to increase the scope of services that are provided by the law firm that the Township has contracted with to include the review of certain public record requests.

Motion 2018-104

Trustee Sieve moved and Trustee Davis seconded to include services related to the review of certain public record requests within the scope of services provided by Dinsmore and Sholl LLP per resolution 2017-312, upon the request of the Township's Administrator, with no increase in the previously established fee cap for collective services. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

CITIZEN COMMENTS:

Margaret Reis, resident and member of Mom's Demand Action, reported on their mission to address the effects of gun violence on children. She referenced the following statistics:

- Millions of American children live in homes with guns that are both loaded and unlocked.
- Every year in the US about 300 children gain access to a firearm and unintentionally shoot themselves or someone else.
- Almost 500 more children commit suicide with a gun.

She made reference to the Be Smart Campaign to bring awareness to things that responsible gun owners can do to reduce suicides and the number of unintentional shootings that occur when children get ahold of unsecured firearms:

- Secure all guns in your home and vehicles.
- Store guns locked, unloaded and separately from ammunition.
- Model responsible behavior around guns.

- Ask about the presence of unsecure guns in other homes.
- Recognize the risk of teen suicide.
- Tell your peers to be smart.

She thanked the Board for supporting their efforts with the proclamation, and referenced the Be Smart For Kids website for more information.

ANNOUNCEMENT OF COMMUNITY EVENTS:

1. Delhi Farmers' Market will be open every other Saturday at Clearview Lake starting on May 26th from 9:00 a.m. – 12:00 p.m.
2. Movie Night in Delhi Park featuring "Peter Rabbit" on Friday, June 1st showing at dusk.
3. Delhi Historical Society program: Historic Restaurants of Cincinnati on Monday, June 11th at the Delhi Park Lodge at 7:00 p.m.
4. Delhi Township Veterans Association General Meeting on Tuesday, June 12th at the Delhi Senior Community Center at 7:30 p.m.
5. Concert in Delhi Park featuring "Excalibur" on Thursday, June 14th at 7:00 p.m.

EXECUTIVE SESSION:

Motion 2018-105 – Retire to Executive Session

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

Trustee Stertz reported that the Board's next meeting will be on Wednesday, June 30th at 6:00 p.m.

RETURN TO PUBLIC MEETING:

Motion 2018-0106 – Return to Public Meeting

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.

MOTION TO CONSIDER:

Motion 2018-107

Trustee Sieve moved and Trustee Davis seconded to approve a salary increase of 3.5% for Human Resource Manager Melanie Hermes effective June 7, 2018. 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.

James J. Luebbe, Fiscal Officer