

The October 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 William R. Owens. William Owens, retired Fire Chief with the City of Cheviot, many times offered mutual aid to Delhi Township. Chief Owens is survived by his wife Susan, daughters Margaret and Anita, and his grandchildren. Per his obituary: "Bill never knew a stranger and greeted every person with a great, big smile." Rest well faithful servant!

APPROVAL OF MINUTES:

Motion 2018-193 (October 09, 2018)

Trustee Sieve moved and Trustee Stertz seconded to approve the minutes from the Board of Trustees meeting held on October 09, 2018 and dispense with the reading. Trustees Stertz, and Sieve voted YES. Motion carried.

APPROVAL OF BILLS:

Motion 2018-194

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

APPROVAL PAYMENT OF OVERTIME: (Period ending 10/09/2018)

Motion 2018-195

Trustee Sieve moved and Trustee Davis seconded to approve the payment of overtime for pay period ending October 9, 2018. Trustees, Stertz, Sieve and Davis voted YES. Motion carried.

Motion 2018-196

Trustee Sieve moved and Trustee Davis seconded to approve the payment of overtime for pay period ending October 23, 2018. Trustees, Stertz, Sieve and Davis voted YES. Motion carried.

REPORT FROM THE FISCAL OFFICER: James Luebbe

1. Resolution 2018-207 – 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:

Cash Receipts: October 26: \$38,000 Local Government Fund and Gasoline Tax distributions from the County Auditor, and \$17,000 distribution from the Permissive Motor Vehicle License Tax; October 29: \$47,000 distribution for the Cable Franchise Fee.

Significant Disbursements: October 18: \$266,000 for Payroll, October 26: \$27,000 payment to Pavement Tech Solutions for the Road Rejuvenation Contract. October 29: \$95,000 payment to Hylant for liability insurance, and \$20,000 payment to Vogepohl for firefighter gear; October 30: \$324,000 payment to Prus Construction for the 2018 Road Project.

TRUSTEES' CORRESPONDENCE:

- Trustee Sieve made reference to Shiloh United Methodist Church 200th anniversary celebration, of which she attended with Trustee Davis and Fiscal Officer Luebbe. She thanked the congregation for the invitation to share in their special day.
- Trustee Davis referenced the Holiday Hootenanny fall festival held at Story Woods Park on Saturday, October 20. He commented that it was a nice, family event and encouraged everyone to be sure to look for it next year.
- Trustee Davis referenced the construction project on Delhi Pike at Kroger to repair the underground water line.
- Trustee Stertz reported that the Dog Days of Delhi event, hosted by the Delhi Business Association, was canceled due to the weather.

PUBLIC HEARING: Community Development Director Greg DeLong

1. Motion 2018-197

Trustee Sieve moved and Trustee Davis seconded to approve the opening of the public hearing for amendments to the text of the Zoning Resolution, Case ZC2018-3. Trustees, Stertz, Sieve and Davis voted YES. Motion carried.

Mr. DeLong reported that the department's goal, regarding the updates to the Zoning Resolution, is to enhance the appearance of the community and improve property values, with a continued effort to meet the objectives of the Plan the Pike Strategic Redevelopment Plan, while keeping up with the latest trends. The update also corrects errors found throughout the code.

He added that the updates to the definitions and terminology will provide a better understanding of the regulations for the public. He referenced the following items:

- Fencing regulations: Residents will no longer be able to enclose their front yards (current yards will be grandfathered in, however any future improvements/modifications to the fence would have to meet the new regulations).
 - Accent or decorative fencing will be permitted.
 - New language has been added to address fence maintenance.
- Swimming pools – current regulations, requiring the location to be 3’ from the property line, has been modified to require the location to be 10’ from the property line.
- Construction trailers – language has been added to address timeframes for how long a construction trailer can be on a property. Mr. DeLong reported that they are finding some residents are using construction trailers as storage sheds.
- Portable storage units (temporary pods) – language has been added setting a 14-day limit.
- Issuance of Zoning Certificates – language has been added to address timeframes for the commencement of work within a six month period and completion of a job in 2 years. Mr. DeLong reported that the language mimics Hamilton County’s Building Department regulations.
- Language has been added to address the removal of obsolete signs and sign structures. Property owners who would be in violation will be notified of the new regulations and will have 2 years to complete the work.
- Language has been added to address wind and solar energy to help promote energy conservation efforts.
- Sheds – language has been added requiring materials used to be complimentary to the primary structure.

Additional items referenced:

- The Township will contact all of the legal non-conforming property owners to make them aware of any non-conforming status issues.
- Extensions on any of the timeframes will be considered per submission of a request and approval by the Zoning Department.
- The revised document received a 6 – 0 approval from the Hamilton County Regional Planning Commission at their September 6th meeting, and a 4 – 0 vote of approval from our Zoning Commission at their meeting on September 19th.

Trustee Sieve referenced the review and being very comprehensive.

Mr. DeLong reported that in 2019 they will continue their work on the document to address numbering errors.

Trustee Stertz thanked Mr. DeLong for making the very lengthy revision a priority.

In response to Trustee Davis’ question regarding the reasoning for the new 10’ distance rule for swimming pools, Mr. DeLong reported that the language was added to address privacy and noise issues for the neighbor who does not have a pool. He commented that the new standard will basically put a swimming pool in the center of a yard, and after looking at other communities,

they found that 10' seems to work well with minimal complaints. He added that the issues related to swimming pools are primarily related to inflatable pools and they do not anticipate many nonconformities.

Public Comment:

In response to Janet Rosenthal's question, was language added to address the maintenance of bushes, Mr. DeLong responded that would not be applicable to Zoning code enforcement. He reported that his department is currently working on a draft document for a Property Maintenance Code, and they are considering adding language to address the maintenance of shrubs and trees in certain situations where Fire and EMS emergency vehicles would be restricted access. He commented that they hope to have a draft Property Maintenance Code ready for review and consideration in 2019.

2. Motion 2018-198

Trustee Sieve moved and Trustee Davis seconded to approve the closing of the public hearing for amendments to the text of the Zoning Resolution, Case ZC2018-3. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

ADMINISTRATION: Administrator Jack Cameron

1. Resolution 2018-208 – Approve Purchase Orders

Trustee Sieve introduced and moved the adoption of a resolution supporting House Bill 602 "The Clean Water Fair Pricing Act" and dispensing with the second reading. Trustee Davis seconded.

Mr. Cameron referenced House Bill 602, the Clean Water Fair Pricing Act, first initiated in the Columbus/Toledo area, and is now being contested in the Hamilton County courts, to address municipalities who impose certain rates, or force annexation for non-residents. He commented that if the bill passes, it would put regulations in place that would force municipalities to charge residents and non-residents the same rate, or they would lose state funding.

He stated that the Township, along with other jurisdictions, will be communicating with our state representatives and speakers, in a show of support of the legislation. In addition, the Township is asking residents to support House Bill 602 also, referring to the Township's website to find more information about the issue, including contact information for our state representatives.

He added that if House Bill 602 would pass, it would assist township and county officials in their fight with the Greater Cincinnati Water Works, who is currently charging a premium rate to non-Cincinnati residents.

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 2018-209

Trustee Sieve introduced and moved the adoption of a resolution authorizing renewal of the Township's property and casualty insurance through Ohio Plan Risk Management, Inc., authorizing the Township Administrator to execute and deliver necessary documents and dispensing with the second reading. Trustee Davis seconded.

Mr. Cameron reported that the Township is renewing through the Ohio Plan Risk Management at a lower rate, with a savings of approximately \$7,000.

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 2018-210

Trustee Sieve introduced and moved the adoption of a resolution adding the job description of Fire Chaplain and updating and replacing the job descriptions for all Community Development employees, article 12 positions descriptions of the Delhi Township amended and restated summary of policies dated January 1, 2014, updating staffing levels and pay rates, and dispensing with the second reading. Trustee Davis seconded.

Mr. Cameron reported that the resolution approves a job description for the Fire Chaplain, and updated job descriptions to address the reorganization of positions in the Community Development Department (changing the Zoning Administrator from part time to full time), and adding a part time Inspector. He commented that it is important to have staff in place to handle the additional workload resulting from the Zoning Resolution update and possible adoption of a Property Maintenance Code.

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 2018-200 Employee Incentive Option for Health Insurance

Trustee Sieve moved and Trustee Davis seconded to approve the employee incentive option for the health insurance wellness participation for 2018-19 plan year. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

PARKS & RECREATION: (No Agenda Items)

FIRE DEPARTMENT:

1. Resolution 2018-211

Trustee Sieve introduced and moved the adoption of a resolution authorizing an agreement with Reporting Systems, Inc. dba Emergency Reporting (RSI) for application and technology support services in connection with the Fire Department's record management system, authorizing the Fire Chief to execute and deliver necessary documents and dispensing with the second reading. Trustee Davis seconded.

Chief Campbell reported that they will be entering into a three year agreement with a new company, including the storage of the records management system off site.

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. Hiring Recommendations

Motion 2018-201

Trustee Sieve moved and Trustee Davis seconded to approve the hiring of Kyle J. Wendling 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 October 30, 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

Motion 2018-202

Trustee Sieve moved and Trustee Davis seconded to approve the hiring of Fr. Benedict O'Cinnsealaigh as a Volunteer Chaplain for the Fire Department. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

3. Motion 2018-199 Proclamation Recommendation

Trustee Sieve moved and Trustee Davis seconded to approve a motion proclaiming Tuesday, October 30, 2018 as "Fr. Benedict O'Cinnsealaigh Day" in Delhi Township. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

Father Benedict expressed his appreciation to the Board. He thanked the Fire Department for their assistance treating a student last night, who had been injured at school while playing volleyball.

PUBLIC WORKS: Director Ron Ripperger

1. **Resolution 2018-212**

Trustee Sieve introduced and moved the adoption of a resolution entering into agreement with the Board of County Commissioners, Hamilton County, Ohio (“County”) and the Board of Education of the Oak Hills High School District (“Oak Hills”) to share equitably in the rental expenses for a rubber tire loader at Delhi’s salt storage dome, authorizing the Director of Public Works to execute the agreement and dispensing with the second reading. Trustee Davis seconded.

Mr. Ripperger reported that agreement provides for the sharing of expenses of a rubber tire loader at Delhi’s salt storage dome during winter months.

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.

POLICE DEPARTMENT: Chief Jim Howarth

Chief Howarth reported that their records management system crashed over the weekend and they are currently not able to access the system to retrieve or record data. He commented that they only went to the hosted servers three months ago, so if the data is not recovered, they will only have three months to re-create. He stated that Delhi Township is one of 26 jurisdictions in Hamilton County who use this company, and are also affected by the system crash. He confirmed that he is currently looking at another vendor who will be launching a new product in the very, near future.

COMMUNITY DEVELOPMENT: Director Greg DeLong

1. **Set Public Hearing Date**

Motion 2018-203

Trustee Sieve moved and Trustee Davis seconded to accept and acknowledge receipt of an appeal filed by Terence E. Gleason on Resolution 2018-196 for property located at 306 Anderson Ferry Road and scheduling a public hearing on November 14, 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

2. **Resolution 2018-213**

Trustee Sieve introduced and moved the adoption of a resolution adopting the recommendations of the Delhi Township Zoning Commission at its Resolution 2018-11 in Case #ZC2018-3 concerning text amendments to the Delhi Township Zoning Resolution to modify various existing sections and to add regulations permitting and affecting alternative energy devices 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. Resolution 2018-214

Trustee 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.

Reference resolutions 2018-214 through 2018-217, Mr. DeLong reported that the properties were found to be in the same condition during the follow up inspections that were conducted this morning.

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 2018-215

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 3935 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.

5. Resolution 2018-216

Trustee Sieve introduced and moved the adoption of a resolution declaring nuisance for accumulated debris at 421 Leath Avenue 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.

6. Resolution 2018-217

Trustee Sieve introduced and moved the adoption of a resolution providing for the removal of a junk motor vehicle at 3950 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.

CITIZEN COMMENTS:

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- Bob Burke, member of the Delhi Township Veterans Association, with a reminder about the Veterans Day Ceremony to be held at Veterans Memorial Park from 1:00 p.m. – 2:00 p.m. on Sunday, November 11th. He added that they will be recognizing 40 veterans, whose names were added to the Memorial this year, with a roll call.
 - Jeff Lefler, Secretary, Delhi Township Veterans Association, reported that the names were engraved on the memorial wall today. He reminded everyone that a free shuttle bus will be transporting people from the Senior Center to Veterans Memorial Park from noon until 1:00 p.m., and back to the Senior Center at the conclusion of the event, in addition to handicap parking available at the park.

COMMUNITY EVENTS:

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1. Polling locations will be open for the General Election on Tuesday, November 6th from 6:30 a.m. – 7:30 p.m.
 2. The annual Veterans Day Ceremony, hosted by the Delhi Township Veterans Association, will take place on Sunday, November 11, 2018 from 1:00 p.m. – 2:00 p.m. at Veterans Memorial Park.
 3. Delhi Historical Society will present “Living History: Mary Draper Ingels” at the Delhi Park Lodge on Monday, November 12th at 7:00 p.m.

Trustee Stertz reminded everyone to get out and vote! She reported that their next regular meeting will be on Wednesday, November 14th.

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