

The December 19, 2018 regular meeting of the Delhi Township Board of Trustees was called to order by President Rose K. Stertz. Vice President Cheryl A. Sieve, Trustee Michael D. Davis, Fiscal Officer James J. Luebbe 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, for those who are struggling in some capacity through the holidays we wish them well.

APPROVAL OF MINUTES: N/A

APPROVAL OF BILLS:

Motion 2018-227

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: N/A

REPORT FROM THE FISCAL OFFICER: James Luebbe

1. Resolution 2018-248 – 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:

Receipts: December 18, \$57,000 check from Hamilton County for the Local Government Fund, Motor Vehicle License Tax, Gasoline Tax and Permissive Motor Vehicle License Tax.
Disbursement: December 13, \$272,000 recorded as Payroll expenses.

TRUSTEES' CORRESPONDENCE:

On behalf of the Board, Trustee Stertz wished Administrator Cameron a happy 50th birthday.

ADMINISTRATION: Administrator Jack Cameron

1. Resolution 2018-249

Trustee Sieve introduced and moved the adoption of a resolution appointing Financial Advisory Board and amending and restating the organizational structure and responsibilities and dispensing with the second reading. Trustee Davis seconded.

Trustee Sieve moved and Trustee Stertz 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 2018-250

Trustee Sieve introduced and moved the adoption of a resolution adopting rules under R.C. §121.22(F) and dispensing with the second reading. Trustee Davis seconded.

Mr. Cameron reported that this is an annual resolution establishing rules for giving proper notice of meetings.

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 2018-251

Trustee Sieve introduced and moved the adoption of a resolution entering into consulting agreement with Focused Capital Solutions, LLC through December 31, 2019 and dispensing with the second reading. Trustee Davis seconded.

Mr. Cameron reported that the agreement appoints consultant and lobbyist George Glover, Focused Capital Solutions LLC, to advocate on our behalf our interests with local and state legislators. He referred to one of his recent accomplishments securing funding for the new stage in Delhi Park.

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

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

PARKS & RECREATION: Director Josh Torbeck

1. Resignation Recommendations

• **Motion 2018-228**

Trustee Sieve moved and Trustee Davis seconded to accept the voluntary resignation of Seasonal Parks & Recreation Worker Peggy J. Berninger effective October 25, 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

• **Motion 2018-229**

Trustee Sieve moved and Trustee Davis seconded to accept the voluntary resignation of Seasonal Parks & Recreation Worker Gregory L. Colvin effective November 22, 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

• **Motion 2018-230**

Trustee Sieve moved and Trustee Davis seconded to accept the voluntary resignation of Seasonal Parks & Recreation Worker Kenneth A. Ellis effective November 22, 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

• **Motion 2018-231**

Trustee Sieve moved and Trustee Davis seconded to accept the voluntary resignation of Seasonal Parks & Recreation Worker Wyatt A. Greiner effective November 22, 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

• **Motion 2018-232**

Trustee Sieve moved and Trustee Davis seconded to accept the voluntary resignation of Seasonal Parks & Recreation Worker David A. Hay effective December 3, 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

• **Motion 2018-233**

Trustee Sieve moved and Trustee Davis seconded to accept the voluntary resignation of Seasonal Parks & Recreation Worker Elizabeth A. Roedersheimer effective November 22, 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

• **Motion 2018-234**

Trustee Sieve moved and Trustee Davis seconded to accept the voluntary resignation of Seasonal Parks & Recreation Worker Michael A. Sexton effective October 11, 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

• **Motion 2018-235**

Trustee Sieve moved and Trustee Davis seconded to accept the voluntary resignation of Seasonal Parks & Recreation Worker Eric T. West effective August 30, 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

2. Resolution 2018-252

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 a dispensing with the second reading. Trustee Davis seconded.

Mr. Torbeck reported that there are no changes to the fee schedule for 2019.

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

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

FIRE DEPARTMENT: Fire Chief Doug Campbell

1. Resolution 2018-253

Trustee Sieve introduced and moved the adoption of a resolution adding job description of Community Risk Reduction Associate to the Fire Department, 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.

Chief Campbell reported that the new position being is a paid position for the Community Risk Reduction Division within the Fire Department. He commented that the division works to offset the risk in the community offering programs and services that address a number of physiological and medical problems that they address on a daily basis, including classes and seminars on topics such as babysitting, fall prevention and addiction services in a coordinated effort with other county agencies, educating the public to reduce the number of incidents that are responded to.

He commented that the resolution approves a permanent part-time civilian social worker position to the Community Risk Reduction Division of the Fire Department. He stated that program has been in place for almost 2 years, and Ms. Honnert has been working in a volunteer capacity for 1 ½ years. He commented that adding the new position is part of their planning to be paid for with the new levy funds, to be included in the department's 2019 appropriations, ongoing for the life of the funding.

In response to Trustee Davis' question how long have you considered adding this position, Chief Campbell responded that the Community Risk Reduction Program has been in place for about two years and Ms. Honnert has been working in a part-time capacity for over a year. Anticipating that the program would grow, the department began to plan for the expansion and the expense to support it.

Trustee Sieve commented that Ms. Honnert has also been working for Bayley in a number of areas in the Wellness Center and ElderMount.

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

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

2. Motion

Trustee Sieve moved and Trustee Davis seconded to approve the hiring of Roberta J. Honnert as Community Risk Reduction Associate in the Fire Department at \$15.40 per hour effective December 19, 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

3. Motion 2018-236

Trustee Sieve moved and Trustee Davis seconded to accept the voluntary resignation of Part-Time Firefighter/EMT Robbie J. Re effective December 13, 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

PUBLIC WORKS: Director Ron Ripperger

Resolution 2018-254

Trustee Sieve introduced and moved the adoption of a resolution approving Change Order No. 1 to the contract with Prus Construction for the Delhi Township Street Rehabilitation and Repair Project 2018-A and dispensing with the second reading. Trustee Davis seconded.

Mr. Ripperger reported that the change order wraps up the road contract with a savings.

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

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

POLICE DEPARTMENT: No Agenda Items.

COMMUNITY DEVELOPMENT: Director Greg DeLong

1. Motion 2018-237

Trustee Sieve moved and Trustee Davis seconded to accept the voluntary resignation of Board of Zoning Appeals member Joseph Scherer, Jr. effective December 31, 2018. Trustees Stertz, Sieve and Davis voted YES. Motion carried.

Mr. DeLong reported that Mr. Scherer has been serving on the board for 42 years.

2. Resolution 2018-255

Trustee Sieve introduced and moved the adoption of a resolution declaring a nuisance for accumulated debris at 219 Cloverhill Terrace and dispensing with the second reading. Trustee Davis seconded.

Mr. DeLong reported that property was found to be in the same condition with no improvements during the follow up inspection this morning.

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

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

3. Resolution 2018-256

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

Mr. DeLong reported that this is a repeat offender, he attempted to contact the property owner on several occasions, and the violation was confirmed during the follow up inspection this morning.

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

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

4. Resolution 2018-257

Trustee Sieve introduced and moved the adoption of a resolution declaring a nuisance for accumulated debris at 5472 Rapid Run Road and dispensing with the second reading. Trustee Davis seconded.

Mr. DeLong reported that they inspected the property earlier in the year for excessive vegetation confirming that it is a vacant property that is now being rehabbed. He informed the Board that his department can now address the dumpster that is parked in the driveway with the newly adopted regulations included in the most recent Zoning Resolution update.

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

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

CITIZEN COMMENTS: N/A

ANNOUNCEMENT OF COMMUNITY EVENTS: N/A

RETIRE TO EXECUTIVE SESSION:

Motion 2018-238

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

Trustee Stertz commented that the Board's next regular meeting will be on Wednesday, January 9, 2019 at 6:00 p.m.

RETURN TO PUBLIC MEETING:

Motion 2018-239

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.

ADDT'L BUSINESS TO CONSIDER:

Resolution 2018-258

Trustee Sieve introduced and moved the adoption of a resolution appointing and compensating the position of Township Law Director 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.

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

Resolution 2018-259

Trustee Sieve introduced and moved the adoption of a resolution establishing pay rates during fiscal year ending December 31, 2019 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.

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

Resolution 2018-260

Trustee Sieve introduced and moved the adoption of a resolution approving the appropriation of funds for expenditures during the fiscal year ending December 31, 2019 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.

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

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.

Approved: _____, Fiscal Officer

_____, 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